

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

**REGULAR BUSINESS MEETING AGENDA  
AND ANNUAL VIOLENCE AND VANDALISM HEARING**

Monday, October 4, 2010

Library of School No. 1 – 250 Hoym St.

1. **CALL TO ORDER BY THE PRESIDENT**

2. **FLAG SALUTE**

3. **PUBLIC ANNOUNCEMENT**

The New Jersey Open Public Meetings Law was enacted to insure 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 by having the date, time, and place thereof posted in the entrance hall of the Board Office, 255 Whiteman Street; published in the Board's designated newspapers: The Record, The Star Ledger, The Bergen News, and The Suburbanite; filed with the Clerk of the Borough of Fort Lee; and mailed to all persons, if any, who have requested said notice.

4. **ROLL CALL**

Mr. John Bang, Mr. Arthur W. Levine, Mrs. Linda McCue, Mrs. Angela Napolitano, Mr. Yusang Park, Mrs. Michelle Stux-Ramirez, Mr. Peter Suh, Mr. Joseph Surace and Mr. Carmelo Luppino, Jr.

5. **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

- ♦ **Reporting of Fire and Security Drills**
- ♦ **Violence and Vandalism Hearing**

6. **BOARD SECRETARY AND TREASURER'S REPORT**

For the month of August 2010.

OFFERED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

7. **APPROVAL OF MONTHLY BUDGET STATUS CERTIFICATION**

The Board Secretary certifies that for the month ending August 2010 and no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Board of Education pursuant to N.J.S.A.18A:22-8 and N.J.S.A.18A:22-8.1.

Pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education certifies that as of August 2010 the Board Secretary's monthly financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

OFFERED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

(cont'd) Regular Business Meeting Agenda – October 4, 2010

8. **PUBLIC WORK SESSION**

9. **APPROVAL OF MINUTES**

- ♦ The minutes from the Executive Session, and Regular Business Meeting on September 13, 2010 and the Special Public Business Meeting on September 15, 2010.

OFFERED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

10. **QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA**

11. **RESOLUTIONS AND REPORTS OF COMMITTEES**

12. **QUESTIONS AND ANSWERS FROM THE AUDIENCE ON ANY TOPIC OF CONCERN**

13. **PRIVATE WORK SESSION TIME:**

OFFERED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

WHEREAS, the Open Public Meetings Act and the Fort Lee Board of Education reserve the right within the constraints of State Law to sit in Private Session; and

WHEREAS, there now exists a need for this Board of Education to meet in Private Session; NOW, THEREFORE, BE IT RESOLVED, that the Fort Lee Board of Education recess into Private Work Session to discuss exempt matters pertaining to personnel, legal matters and any such matters that may come before the Board; and

BE IT FURTHER RESOLVED that the public will be informed regarding the topics discussed in Private at a later date undetermined at this time.

14. **ADJOURNMENT**

OFFERED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

Respectfully submitted,

  
Cheryl Balletto  
Business Administrator/Board Secretary

CB:mp  
Att.  
9-22-10

# INDEX – October 4, 2010

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## **COMMITTEE OF THE WHOLE**

**#1CW**

RESOLUTION NO. \_\_\_\_\_

### **DISTRICT OF RESIDENCE RESOLUTIONS TO LIMIT STUDENT PARTICIPATION**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the district of residence shall not prevent or discourage its students from participating in the school choice program. *N.J.A.C. 6A:12-4.1(a)*.

A district of residence may not restrict the participation of its students in the choice program where the district's students provide written notice of intent to apply to a specialized educational program that is offered by the choice district and not offered in the sending district *N.J.A.C. 6A:12-4.1(a)3*.

However, pursuant to the Interdistrict Public School Choice Act §8a and *N.J.A.C. 6A:12-4.1(a)1*, the board of education of the district of residence may limit the number of its district students allowed to participate in the choice program by adopting a resolution to do the following:

1. Limit the enrollment of its students in a choice district to a maximum of 10 percent of the number of students per grade level per year in the district, and/or
2. To a maximum of 15 percent of the total number of students enrolled in the district.

The calculation of the enrollment restriction percentage shall be conducted at the beginning of each school year and shall be based on the enrollment count as reported on the Application for State School Aid in the October preceding the school year during which the restriction on enrollment shall be applicable.

- Students from the sending district who are already enrolled in and attending a school choice program shall not be included in the newly calculated number of students eligible to attend a school choice district.
- When the multiplication of the grade level enrollment by the percentage established in the sending district's resolution results in a number with a decimal, the number will be rounded to the next whole number.
- The sending district's resolution restricting its students' participation may not be applied to the final grade level available in the sending district.

In the event that a district adopts any resolution restricting the enrollment of its students in choice districts and student requests for participation exceed the limits set by the district of residence, the district must conduct a lottery. *N.J.A.C. 6A:12-4.1(a)5*.

When a district board of education of a sending district has adopted a resolution to impose a limit on the number of its students participating in the choice program and when the student notices of intention to participate in the choice program exceed that limit, before conducting the lottery the sending district may give preference to siblings of its resident students already enrolled in and attending the choice district.

In the first application cycle, the results of the lottery must be used to determine which students will be eligible to participate in the school choice program and to develop a waiting list of the remaining students.

In the event that a district does not adopt a resolution restricting the enrollment of its students in choice districts, the district must allow all interested students to apply for admission to the choice district(s).

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

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**BUILDINGS & GROUNDS COMMITTEE**

**#1B&G**

RESOLUTION NO. \_\_\_\_\_

**DONATION OF STORAGE SHED**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the recommendation of the Board Buildings and Grounds Committee to approve the **donation of a storage shed at an approximate cost of \$3,000 from the Junior Bridgemen Football program, to be placed at the Dr. Alan W. Sugarman Sports Complex and utilized by Junior Bridgemen Football for storage** as needed.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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**#2B&G**

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZATION OF SSP ARCHITECTURAL GROUP**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education **authorizes SSP Architectural Group to continue to develop plans for a school bond referendum and trailer installation** at the architect of record rate.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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**#3B&G**

RESOLUTION NO. \_\_\_\_\_

**AUTHORIZATION TO DEVELOP A PLAN FOR DOUBLE SESSIONS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education **authorizes the development of a plan to conduct double sessions.**

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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#4B&G

RESOLUTION NO. \_\_\_\_\_

**APPROVAL TO COUNTY TO ADVERTISE THE REFERENDUM**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the **Board Secretary to inform the Bergen County Superintendent of Elections of the School Bond Referendum** on December 14, 2010.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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**CURRICULUM & INSTRUCTION COMMITTEE**

**#1CUR**

RESOLUTION NO. \_\_\_\_\_

**APPROVAL OF CLASS TRIPS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the **class trips** listed on the attached summary.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010  
Attachment

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**CLASS TRIPS  
BOARD AGENDA OF 10/04/10**

Teacher Name	District Location	Grade/Dept	Destination	City/State	Trip Date	Number of Pupils	Total Cost Per Pupil
Norton, G. DeLalla, M., Sussi, M., Casale, K., Angelini, P. Massin, D. Tropea, C., Greenberg, L., Azzolini, J.	MS	7th & 8th Grade	Brookside Middle School/County Chorus/Band	Allendale, NJ	10/13, 11/9, 11/17, 11/18, 11/20, 11/21/2010	15	N/A
FLECC		Pre-K	Demarest Farms	Hillsdale, NJ	10/21/2010	35	\$15.00
S#3		K	DePiero's Farm	Montvale, NJ	10/26/2010	80	\$20.00
Farrell, L.	HS	Academy of Business	Fort Lee Museum/G.F.L.C.C.	Fort Lee, NJ	10/20/2010	2	\$3.00
Galatioto, A.	HS	Architectural Design Class	G. Washington Bridge	Fort Lee, NJ	10/22/2010	18	N/A
Osso, E. Fusco, G. Yook, H. Weisberg, M., Bufano, C. Hernandez, L., Elson, B., Severe, K.	S#3	3rd-6th Grade G&T & Resource Classes	Metropolitan Opera	New York, NY	12/16/10	25	\$8.75
	S#2	5th Grade	Newark Museum	Newark, NJ	11/10/2010	57	\$23.00
Rafty, M., Lombardo, D. Trovato, F., Taub, J., Kim, S. McCann, J.	S#1	3rd Grade Varsity Baseball Team	Metropolitan Opera	New York, NY	12/16/2010	50	\$6.25
	HS		Disney's Wide World of Sports Complex	Orlando, FL	3/29 - 4/3/2010	20	\$860.00
	S#4	4th Grade	Philipsburg/Van Cortlandt Manors	Tarrytown, NY	11/11/2010	75	\$20.27

#2CUR

RESOLUTION NO. \_\_\_\_\_

**PROPOSAL FROM LITLIFE FOR  
PROFESSIONAL DEVELOPMENT FOR TEACHERS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the attached **proposal from LitLife for professional development to support teachers for use of Complete Year books** for the 2010-2011 school year for a total not to exceed \$6,600.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010  
Attachment

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## Proposal for Work in the Fort Lee School District 2010-2011

**Objective:** This proposal outlines a possible course of study for LitLife to work with teachers in the Fort Lee School District in order to support the use of the LitLife Complete Year books.

**Program:** The work with the district will be centered around support for the Complete Year grade level books. There will be four workshops offered:

**Workshop 1:** Support for the teachers using *The Complete Year in Reading and Writing Kindergarten*

**Workshop 2:** Support for teachers using *The Complete Year in Reading and Writing Grades 1-2*

**Workshop 3:** Support for teachers using *The Complete Year in Reading and Writing Grades 3-4*

**Workshop 4:** Support for teachers (in grades 5 and 6) using *The Complete Year in Reading and Writing Grade 5*

**Content of the Workshops:** Each workshop will be designed to support teachers as they use the Complete Year books. This support will include: an understanding of how to use the text in an adopt, adapt, create capacity; exploration of the yearly calendar; support in how to use the unit templates to guide the implementation of various units of study; the use of anchor texts in teaching; and a close look at the genre units in the Complete Year books.

**Cost:** \$6,600.00

**Summary:** This proposal contains **four (4)** days of professional development support for teachers. Please contact me with any thoughts or questions. Thank you.

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Patricia Vitale-Reilly  
Executive Director LitLife West Hudson

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Date

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Dr. Raymond Bandlow  
Superintendent  
Fort Lee Public Schools

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Date

#3CUR

RESOLUTION NO. \_\_\_\_\_

**LEARNING FOR LIFE**  
**ANNUAL MEMORANDUM OF UNDERSTANDING**  
**(HIGH SCHOOL)**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the execution of the **Learning for Life Annual Memorandum of Understanding**, which provides a school to career program at the high school, for the 2010-2011 school year, at a cost of \$2,500.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010  
Attachment

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Northern New Jersey Council  
25 Ramapo Valley Road  
Post Office Box 670  
Oakland, NJ 07436  
Phone (201) 677-1000 ext. 37 Fax (201) 677-1020

To: Fort Lee Board of Education  
255 Whitman Street  
Fort Lee, NJ 07024

STATEMENT OF YOUR ACCOUNT

September 1, 2010

DATE	I	AMOUNT DUE
2010-2011	<p>Learning for Life Program (An approved Character &amp; Career Education program by the NJ Character Education Initiative Program)</p> <p>Fort Lee High School High School Learning for Life Career Education program</p> <p>Fort Lee High School Career Day (speakers provided) Learning for Life High School Curriculum - Includes Teacher Guide Books and On-Line Teachers Training <a href="http://www.learningforlife.org">www.learningforlife.org</a></p> <p>Student Registration: 500 youth members @ \$ 5.00 each</p> <p>Total Amount due:</p> <p>Please make check payable to: NNJ Council, BSA Thank you.</p>	<p>\$2500.00</p> <hr/> <p>\$2500.00</p>

3CUR

Term: 2010-2011Group No.: 462**ANNUAL MEMORANDUM OF UNDERSTANDING**

The Fort Lee H.S. organization has read and understands the following conditions for participation in the curriculum-based program operated and maintained by Learning for Life, a District of Columbia nonprofit corporation ("Learning for Life"), and desires to enter into this agreement regarding its participation in the curriculum-based program. The responsibilities of the organization administration include:

1. Conduct criminal background checks on all participating adults.
2. Indicate which of the following grades and the approximate number of students that will participate:

	Elementary							7th & 8th	9th - 14th	Special	
	Pre-K	K	1	2	3	4	5	6	Grades	Grades	Needs
Total Youth											
Males										258	
Females										250	

3. Provide program and administrative costs for 500 (estimated number) of students participating in Learning for Life. These costs may be paid directly or from sponsors on your behalf.
4. Curriculum-based instructors are required to complete Youth Protection Training either as part of their annual school staff development or take the online Learning for Life Youth Protection Training for Curriculum-based Programs.
5. Ensure that youth receive incentive achievement recognitions for the completion of classroom themes.
6. Participate in at least one evaluation with the Learning for Life representative each year.

This Annual Memorandum of Understanding shall remain in effect for the current school term. Either organization may discontinue the program at any time, upon written notice to the other organization and the participating administration hereby agrees that no Learning for Life program materials will be used after the program is discontinued.

Date: 9-30-10By: \_\_\_\_\_  
Signature of Organization HeadRaymond Bandlow, Ph.D., Superintendent

Please Print Organization Head's Name

By: [Signature]  
Signature of Learning for Life RepresentativeKim DUGGAN

Please Print Learning for Life Representative's Name

**ORGANIZATION'S KEY CONTACT PERSON**Name: Jamie CiofaloTitle: Director of School Counseling ServicesAddress: Fort Lee High School  
3000 Lemoine AvenueCity: Fort Lee State: NJ Zip: 07024Telephone #: (201) 585-4681E-Mail: ciofaloje@fortlee-boe.net

#4CUR

RESOLUTION NO. \_\_\_\_\_

**LEARNING FOR LIFE FOR ESDP**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the renewal to participate in the **Learning for Life/Exploring Program** provided by the Northern New Jersey Council, which **provides character education curriculum for students participating in our district Extended School Day Program (ESDP)** for the 2010-2011 school year, at a cost not to exceed \$3,600.00.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

Attachment

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**Northern New Jersey Council  
25 Ramapo Valley Road  
Post Office Box 670  
Oakland, NJ 07436**

Phone (201) 677-1000 ext. 37 Fax (201) 677-1020

To: Fort Lee Board of Education  
255 Whitman Street  
Fort Lee, N J 07024

September 1, 2010

**STATEMENT OF YOUR ACCOUNT**

<b>DATE</b>	<b>ITEM</b>	<b>AMOUNT DUE</b>
<b>2010-2011</b>	<b>Learning for Life /Exploring Program Approved Character &amp; Career Education by the NJ Character Education Initiative Program</b>	
	<b>Fort Lee Extended School Day Program Elementary Learning for Life Program Fort Lee Public Elementary Schools School # 1 # 2# 3 # 4 School &amp; Adult Registration : Teacher Training LFL Service : Student Registration: (356 Students @\$10.00 each) Learning for Life Curriculum Books, Wall Charts and Stickers</b>	<b>40.00</b>
		<b>3560.00</b>
	<b>Total amount due:</b>	<b>\$ 3600.00</b>
	<b>Please make check payable to: Learning for Life</b>	

**4CUR**

**FINANCE COMMITTEE**

**#1F**

RESOLUTION NO. \_\_\_\_\_

**APPROVAL – CURRENT BILLS LIST**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the payment of the claims on the **current bills list** in the amount of **\$2,159,847.11** for October 2010 (computer checks) and August 2010 (manual checks).

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010  
Attachment

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#2F

RESOLUTION NO. \_\_\_\_\_

**APPROVAL OF CAFETERIA CLAIMS**  
**FOR AUGUST 2010**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the following claims for **Cafeteria** for the month of **August 2010** should be paid.

<b><u>Check #</u></b>	<b><u>TD Bank</u></b>	<b><u>Check Amount</u></b>
10016	Chartwells	\$49,199.53
10017	Chartwells	4,529.08
10018	Metro Fire & Safety	334.00
10019	Beyer Bros Corporation	2,319.77
10020	Commercial Kitchen	1,050.00
	<b>Total</b>	<b>\$57,432.38</b>

Motion by \_\_\_\_\_  
 Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

#3F

RESOLUTION NO. \_\_\_\_\_

**EXTENDED SCHOOL DAY PROGRAM PAYMENTS – AUGUST 2010**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the following claims for the **Extended School Day Program** for the month of **August 2010** should be paid.

<b><u>Check#</u></b>	<b><u>TD Bank</u></b>	<b><u>Amount</u></b>
10010	Fort Lee BOE Custodian Account	\$ 29,226.25
10011	NJ Cares for Kids	996.18
10012	NJ Cares for Kids	366.69
10013	NJ Cares for Kids	726.88
10014	NJ Cares for Kids	253.98
10015	Ms. Cheryl Corcoran	112.00
10016	Mr. Bruce Cohen	290.00
10017	Ms. Minhyung Kim	96.00
10018	Mr. Tsaturyan	82.00
10019	NJ Cares for Kids	132.53
10020	Gopher Sport	230.84
10021	Gopher Sport	974.98
10022	Gopher Sport	1,112.08
	<b>Total</b>	<b>\$34,600.41</b>

Motion by \_\_\_\_\_  
 Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

#4F

RESOLUTION NO. \_\_\_\_\_

**LINE ITEM TRANSFERS – AUGUST 2010**

**BE IT RESOLVED**, that upon the recommendation and approval of the Superintendent of Schools, the Board confirms the **line item transfers for the month of August 2010**. 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.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

Attachment

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<b>AUGUST 2010 LINE ITEM TRANSFERS</b>		
<b>TRANSFERS INTO:</b>		
11-000-213-300	Purchased professional and technical services	2,000
11-000-213-600	Supplies and materials	2,200
11-000-221-800	Other objects	4,350
11-000-223-104	Salaries of other professional staff	117,500
11-000-223-800	Other objects	4,000
11-000-230-592	Other purchased services	5,000
11-000-240-600	Supplies and materials	650
11-000-251-600	Supplies and materials	3,400
11-000-252-600	Supplies and materials	8,200
11-000-262-100	Salaries	4,000
11-000-263-300	Purchased professional and technical services	4,000
11-000-291-260	Workmen's compensation	1,100
11-190-100-610	General supplies	3,600
11-190-100-640	Textbooks	400
		<b>160,400</b>
<b>TRANSFERS FROM:</b>		
11-000-100-565	Tuition to county special services school districts	
	and regional day schools	8,200
11-000-221-320	Purchased professional - educational services	4,350
11-000-230-339	Other purchased professional services	5,000
11-000-230-530	Communications/telephone	650
11-000-251-890	Miscellaneous expenditures	3,400
11-000-252-340	Purchased technical services	8,200
11-000-262-300	Purchased professional and technical services	8,000
11-000-291-290	Other employee benefits	1,100
11-120-100-101	Grades 1-5	64,400
11-140-100-101	Grades 9-12	53,100
11-190-100-800	Other objects	4,000
		<b>160,400</b>

#5F

RESOLUTION NO. \_\_\_\_\_

**SUBMISSION OF 2010-2011 IDEA FUNDING**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education authorizes the submission of the **FY 2010-2011 IDEA GRANT APPLICATION** per the following:

IDEA Basic            \$781,391.  
IDEA Preschool     \$ 21,565.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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#6F

RESOLUTION NO. \_\_\_\_\_

**ACCEPTANCE OF EDUCATION JOBS ACT FUNDING**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education accepts \$106,451 in **Education Jobs Act Funding** which can be utilized during the 2010-2011 and/or 2011-2012 school year.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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#7F

RESOLUTION NO. \_\_\_\_\_

**STUDENT DRUG TESTING FACILITY SERVICE AGREEMENT**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves an agreement with **Valley Health System (Work Place Connection)** for student drug testing services for 2010-2011 with a one year renewal as per the attached.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:            October 4, 2010  
Attachment

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## **Service Agreement**

September 23, 2010

Cheryl Balletto  
Fort Lee Board of Education  
255 Whiteman Street  
Fort Lee, NJ 07024

Phone #: 201-585-4600

Fax # :

The Valley Health System (hereunder referred to as "Provider"), will perform the following services for Fort Lee Board of Education (hereunder referred to as "Client"), at the corresponding prices listed below.

**Prices valid until June 30, 2011**

### **Services and prices**

#### **URINE DRUG SCREEN:**

- Physician Consult Fee **\$ 65.00 per person**
- 12 Panel Test and Collection **\$116.00 per person**
  - Including Ecstasy & Low Level THC

**BREATH ALCOHOL TESTING** **\$55.00 per test**

***All drug testing for students requires a physician consult fee.***

***All students under eighteen years of age must arrive with a parent or parental consent.***

***Testing for specific drugs not included in standard panel provided upon request and at an additional fee.***

#### **Billing/Payment Terms:**

Only the services listed above will be performed as noted above. Should the Client request services not listed above, the Client shall be billed at the Providers usual and customary fees for additional services rendered. The Client will be invoiced for **contract services** rendered. The Client agrees to make payment from such invoices within thirty (30) days from the date of the invoice

This agreement is not intended to create any relationship between the parties other than that of independent entities, contracted solely for the purposes expressed in this agreement. The jurisdiction governing the parties shall be that of the State of New Jersey. This agreement constitutes the sole agreement of the parties and supersedes any and all prior understandings, written or oral agreements between the parties with respect to its subject matter. This agreement will automatically renew one year from the origination date and each successive year thereafter unless either party gives written notice to the other.

**7F**

**Client:**                **Fort Lee Board of Education**

**Drug/Alcohol Testing:**

If we are to provide drug and/or alcohol testing, please complete the following:

Drug Test Panel:                12 Panel/Ecstasy/Low THC

Breath Alcohol Testing: Yes

Contact for drug/alcohol results: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City ST Zip: \_\_\_\_\_

How do you want results communicated?    Phone call for all results; Fax result form; US Mail;  
Other: \_\_\_\_\_

By signing below I agree to the above listed services, related costs, terms and conditions

**Authorized signature / Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**VHWC Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please sign and fax or mail to:**

**Paul Gresko  
Valley Health WorkPlace Connection  
15 Essex Road, 5<sup>th</sup> Floor  
Paramus, NJ 07652  
201-291-6047  
201-843-1578 fax**



Student Drug Screening Detection Levels - Low Level THC		
	Screen Detection Level	Confirmation Detection Level
Amphetamines	1000 ng/ml	500 ng/ml
Barbiturates	300 ng/ml	200 ng/ml
Benzodiazepine	300 ng/ml	200 ng/ml
Cocaine Metabolites	300 ng/ml	150 ng/ml
Marijuana (THC)	20 ng/ml	5 ng/ml
Methadone	300 ng/ml	200 ng/ml
Methaqualone	300 ng/ml	200 ng/ml
Opiate Metabolites	2000 ng/ml	2000 ng/ml
Phencyclidine (PCP)	25 ng/ml	25 ng/ml
Propoxyphene	300 ng/ml	200 ng/ml
Ecstasy	1000 ng/ml	500 ng/ml

	Screen Detection Level	Confirmation Detection Level
Amphetamines	1000 ng/ml	500 ng/ml
Barbiturates	300 ng/ml	200 ng/ml
Benzodiazepine	300 ng/ml	200 ng/ml
Cocaine Metabolites	300 ng/ml	150 ng/ml
Marijuana (THC)	20 ng/ml	5 ng/ml
Methadone	300 ng/ml	200 ng/ml
Methaqualone	300 ng/ml	200 ng/ml
Opiate Metabolites	2000 ng/ml	2000 ng/ml
Phencyclidine (PCP)	25 ng/ml	25 ng/ml
Propoxyphene	300 ng/ml	200 ng/ml
Ecstasy	1000 ng/ml	500 ng/ml

**HEALTH-WELFARE & SAFETY COMMITTEE**

**#1HWS\***

RESOLUTION NO. \_\_\_\_\_

**PAYMENT OF HOME INSTRUCTION AND BEDSIDE SERVICES**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the **payment of Home Instruction and Bedside Services**, as outlined below:

**Home Instruction**

<b>Initials</b>	<b>Time Period</b>	<b>Provider</b>	<b>Cost</b>
D.B.	9/16, 9/17, 9/20, 9/21, 9/22, 9/23, 9/24, 9/27/10	Peter Marose	20 hrs. @ \$45.00 each - \$900.00
M.S.	9/13, 9/14, 9/15, 9/16, 9/17, 9/20, 9/21/10	Peter Marose	14 hrs. @ \$45.00 each - \$630.00

**Bedside Instruction**

<b>Student</b>	<b>Time Period</b>	<b>Provider</b>	<b>Facility</b>	<b>Amount</b>
AM (BCSS Venture)	7/06/10 – 7/12/10	Education Inc.	Summit Oaks, Summit, NJ	\$49.00 per hr. X 13.30 hrs. = \$651.70

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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**#2HWS**

RESOLUTION NO. \_\_\_\_\_

**OUT-OF-DISTRICT PLACEMENT**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the following out-of-district placement:

<b>Student</b>	<b>Placement</b>	<b>Dates</b>	<b>Tuition</b>
<b>DB</b>	<b>Chancellor Academy</b>	<b>Oct 5, 2010 – June 2011</b>	<b>\$53,460 prorated to \$46,926</b>

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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#3HWS\*

RESOLUTION NO. \_\_\_\_\_

**ADDITIONAL RELATED SERVICE PROVIDER**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board authorizes the **South Bergen Jointure Commission** to be added to the list of **Related Service Providers** as per the attached for the 2010-2011 school year.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

Attachment

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**CONTRACTED SERVICES WITH THE SOUTH BERGEN JOINTURE COMMISSION**

The South Bergen Jointure Commission agrees to provide the **Fort Lee** School District with the following service(s) for the 2010-11 school year:

- |   |            |
|---|------------|
| 1. Occupational Therapy                   | <u>N/A</u> |
| 2. Physical Therapy                       | <u>N/A</u> |
| 3. Speech Therapy                         | <u>N/A</u> |
| 4. Teacher of the Handicapped             | <u>N/A</u> |
| 5. School Psychologist                    | <u>N/A</u> |
| 6. School Social Worker                   | <u>N/A</u> |
| 7. Learning Disability Teacher-Consultant | <u>N/A</u> |
| 8. Behaviorist                            | <u>N/A</u> |
| 9. Teacher Specials (specify)             | <u>N/A</u> |
| 10. Teacher Assistant                     | <u>N/A</u> |
| 11. Evaluations:                          |            |
| a. CST                                    | <u>N/A</u> |
| b. OT                                     | <u>√</u>   |
| c. PT                                     | <u>√</u>   |
| d. Speech                                 | <u>N/A</u> |
| e. Other                                  | <u>N/A</u> |
| 12. Payroll Services                      | <u>N/A</u> |
| 13. <b>**Transportation:</b>              |            |
| a. Athletic & Field Trips                 | <u>N/A</u> |
| b. Bergen Tech & Academies                | <u>√</u>   |
| c. In District                            | <u>√</u>   |
| d. Non Public                             | <u>√</u>   |
| e. Special Ed                             | <u>√</u>   |

To the extent possible and assuming 1.) the availability of the services, 2.) the continuing need for the services and 3.) that the services continue to be cost effective, the **Fort Lee** School District agrees that it will make a good faith effort to continue to renew these services annually at or before the beginning of each school year. This is due to a recognition that only a long term commitment can provide program and service stability and continuity. If it is anticipated that any of these services may be terminated, in the next school year, the **Fort Lee** School District will provide the SBJC as much notice as possible but no less than ninety (90) days.

The cost of each service shall be based on the SBJC Board of Education's established charges developed by charging salaries, benefits, and expenses of the employees' and a 5% administrative fee. **\*\*Transportation** administration fee is 2.5%. The formula for reimbursement shall ensure that the SBJC will not incur any district related expense when providing services, including the training of an individual.

The district also agrees not to employ personnel assigned to their district as their own employee for a period of one year after the present contract expires.

Board of Education of: Fort Lee

South Bergen Jointure Commission

Board Secretary: \_\_\_\_\_

Ms. Susan Cucciniello, Board Sec.: \_\_\_\_\_

Board President: \_\_\_\_\_

Dr. William DeFabiis, Board President: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**PERSONNEL COMMITTEE**

**#1P\***

RESOLUTION NO. \_\_\_\_\_

**APPROVAL OF STAFF TRIPS AND CONFERENCES**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the **attendance of staff members at the conferences** listed on the attached summary.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: August 9, 2010

Attachment

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# STAFF TRIPS AND CONFERENCES BOARD AGENDA OF 10/04/10

First	Last Name	District Location	Conference	City, State	Dates	Total Cost Not to Exceed
Alla	Brutter	CST	An Evidence-Based Update on Speech Sound Disorders	Bronx, NY	10/15/2010	\$126.00
Arlene	Brantner	S#3	Art Educators of NJ Fall Conference	Somerset, NJ	10/6/2010	\$120.00
Corrine	West	S#2	Art Educators of NJ Fall Conference	Somerset, NJ	10/5/2010	\$151.21
Shelley	Fox	HS	ASCD Teaching & Learning Conference	Chicago, IL	10/29-11/1/2010	N/A
Christina	Murphy	MS	Association of Math Teachers of NJ	Somerset, NJ	10/21-22/2010	\$298.28
Gina	Ruesga	MS	Association of Math Teachers of NJ	Somerset, NJ	10/21-22/2010	\$298.28
Carrie	Wiederholz	MS	Association of Math Teachers of NJ	Somerset, NJ	10/21-22/2010	\$298.28
Susan	Galperin	HS	Bergen County Association of Student Assistance Prof.	Paramus, NJ	10/5,12/7/2010 3/1,5/3/2011	N/A
Susan	Galperin	HS	Care Plus	Paramus, NJ	9/30,10/21 11/18/2010	N/A
Mary	Stephenson	HS	College Board/Music Theory Workshop	Perth Amboy, NJ	10/23/2010	\$193.85
Meira	Pomerantz	S#1	Dodge Poetry Festival/Conference	Newark, NJ	10/8/2010	N/A
James	Pulliatte	HS	Educational Technology Training Center	Rochelle Park, NJ	12/10/2010	\$100.00
Steven	Engravalle	CO	Grant Writing Class	Newark, NJ	10/28-29/2010	\$519.18
Carol	Burghardt	HS	Hackensack University Hospital-Seatbelt Conference	Hackensack, NJ	11/12/2010	N/A
Kirsten	Buerkle	S#3	Institute for Educational Development/Sarah James	Parsippany, NJ	10/22/2010	N/A
Jahaira	Francisco	MS	Institute for Educational Development	Newark, NJ	11/22/2010	\$199.00
Solanily	Ortega	MS	Institute for Educational Development	Newark, NJ	11/22/2010	\$199.00
Rachel	Cola	CST	Lakeview Learning Center/Dr. Elias	Wayne, NJ	10/22/2010	\$7.57
Marilyn	Lopez	CST	Lakeview Learning Center/Dr. Elias	Wayne, NJ	10/22/2010	N/A
Reina	Sandouk	CST	Lakeview Learning Center/Dr. Elias	Wayne, NJ	10/22/2010	N/A
Scott	Burrows	HS	Mac TEK Training	Bellmawr, NJ	10/13-15/2010	\$2,125.74
Jodi	Etra	HS	Modern Drama/Rutgers Institute	New Brunswick, NJ	10/20/2010 10/20, 12/15, 1/27, 3/30, 5/25/2011	\$54.33 N/A
Barbara	Costa	S#1	Newark Reading Recovery Center	Newark, NJ	10/20,12/15, 1/27, 3/30, 5/25/2011	N/A
Cara	Solazzo	S#1	Newark Reading Recovery Center	Newark, NJ	10/20,12/15, 1/27, 3/30, 5/25/2011	N/A
Steven	Engravalle	CO	NJASA School Leadership Summit	Somerset, NJ	10/20/2010	\$49.14
Shelley	Fox	HS	NJ Financial Literacy Summit	Piscataway, NJ	10/13/2010	\$18.95
Aruna	Pachikara	HS	NJ Science Convention	Somerset, NJ	10/12/2010	\$139.07
Vincent	Parisi	HS	NJ Science Convention	Somerset, NJ	10/12-13/2010	\$39.07
Erin	Powers	MS	NJ Science Convention	Somerset, NJ	10/12-13/2010	\$155.80
Dennis	Sayer	HS	NJ Science Convention	Somerset, NJ	10/12/2010	\$139.07
Diego	Lombardo	HS	NJ Teen PEP (Advisor Training Workshop)	Mercerville, NJ	10/20/2010	\$43.40
Kevin	Oliver	HS	NJ Teen PEP (Advisor Training Workshop)	Mercerville, NJ	10/20/2010	\$43.40
Priscilla	Church	HS	Organizing Instruction & Study to Improve Student Learning/DOE & Rutgers University	New Brunswick, NJ	10/7/2010	N/A
Lauren	Glynn	HS	Putnam College-Guidance Expo	White Plains, NY	10/18/2010	N/A
Debra	Brigida	HS	SRI/ETTC Intervention & Referral Services	Westfield, NJ	10/18/2010	\$123.25
Steven	Engravalle	CO	Teachscape Leadership Academy 2010	San Diego, CA	10/10-13/2010	\$677.90
Robert	Kravitz	S#3	U.S. Dept of Education Blue Ribbon Award	Washington D.C.	11/14-16/2010	\$790.20
Elsa	Osso	S#3	U.S. Dept of Education Blue Ribbon Award	Washington D.C.	11/14-16/2010	\$560.00

#2P\*

RESOLUTION NO. \_\_\_\_\_

**PARTICIPATION IN TICKET PROGRAM**  
**WITH BLOOMFIELD COLLEGE**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the continued **participation in the TICKET (Total Immersion Course for Korean English Teachers) Program at Bloomfield College at no cost to the district.**

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010  
Attachment

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# Institute for Technology and Professional Studies

467 Franklin Street • Bloomfield, New Jersey 07003

973-748-9000 Ext 117 • Fax 973-743-3795

Email: [itps@bloomfield.edu](mailto:itps@bloomfield.edu) • Website: [itps.bloomfield.edu](http://itps.bloomfield.edu)

## **VISITING TEACHER AGREEMENT**

### **BETWEEN THE FORT LEE, NEW JERSEY, SCHOOL DISTRICT AND BLOOMFIELD COLLEGE'S INSTITUTE FOR TECHNOLOGY AND PROFESSIONAL STUDIES**

This is a visiting teacher placement agreement, hereinafter referred to as "Agreement." The Agreement is entered into by and between the Fort Lee, New Jersey, School District (255 Whiteman Street, Fort Lee, NJ 07024), hereinafter referred to as "District," and Bloomfield College's Institute for Technology and Professional Studies, 467 Franklin Street, Bloomfield, NJ 07003, hereinafter referred to as "College," and dated September 22, 2010.

#### **RECITAL**

WHEREAS, the College provides training programs in teaching, education, and related fields that require field experience for visiting teachers ("Visiting Teachers") enrolled in these programs;

WHEREAS, the Visiting Teachers in the College's TICKET (Total Immersion Course for Korean English Teachers) program have accrued years of teaching experience in elementary schools in Korea and have earned teaching certificates and licenses there;

WHEREAS, it is to the benefit of the Visiting Teachers and the school districts in Korea to provide them with a teaching practicum and field experience in American elementary schools to enhance their capabilities as practitioners;

WHEREAS, the District has schools suitable for the teaching practicum and field experience needs of the College training programs;

WHEREAS, the District will benefit from the experience and expertise of the Visiting Teachers, who will provide a global dimension to the District's instructional activities in service of a multi-ethnic student body;

NOW, THEREFORE, District and College agree as follows:

#### **I. TERM**

The term of this Agreement shall commence on October 4, 2010, and shall end on February 17, 2011, in accordance with District calendars.

#### **II. GENERAL TERMS**

A. The District shall provide opportunities for observation and teaching experiences to Visiting Teachers through a teaching practicum in schools of the District, under the direct supervision and instruction of District employees, as the District and College may agree upon through



their duly authorized representatives. The District may, for good cause, refuse to accept for a teaching practicum any Visiting Teacher assigned to the District, and upon request of the District, made for good cause, the College shall terminate the assignment of any Visiting Teacher of the College in the District. "Teaching practicum" as used in this Agreement means observation and active participation in the duties and functions of classroom teaching under the direct supervision and instruction of District employees holding valid teaching credentials issued by the State of New Jersey that authorize them to serve as classroom teachers in the schools or classes in which the teaching practicum is provided. Such employees are hereinafter referred to as "Supervising Teachers."

B. The College will provide the District with criminal background checks and health clearance records for all Visiting Teachers assigned to its schools.

C. The College will assign a Coordinator to work with the Supervising Teachers and Visiting Teachers at District schools. The College Coordinator will (1) consult and collaborate with the Supervising Teacher and the site principal in the activities of the Visiting Teacher; (2) communicate regularly with the Supervising Teacher to discuss the Visiting Teacher's progress; (3) monitor the quality of the match between the Supervising Teacher and the Visiting Teacher and notify the principal if there is a mismatch; (4) provide regular written and oral feedback to the Visiting Teacher about his or her progress and inform the Supervising Teacher about the nature of this feedback; and (5) compile a written evaluation of the Visiting Teacher at the end of the assignment.

D. Supervising Teachers agree to (1) participate in training to develop and maintain the skills needed to work effectively with Visiting Teachers; (2) provide a model for the Visiting Teacher by continuously demonstrating exemplary teaching strategies; (3) develop a plan that progresses from observation to increased responsibility as the Visiting Teacher demonstrates enhanced skill in delivering curriculum; (4) keep the site principal and College Coordinator informed of the Visiting Teacher's progress; (5) meet with the College Coordinator periodically to discuss the Visiting Teacher's progress; and (6) complete and submit documentation and evaluations as required by the College. Site principals, in consultation with District Area Superintendents, will assign Supervising Teachers. Visiting Teachers will be matched with Supervising Teachers by site principals and College faculty.

E. An assignment of a College student as a Visiting Teacher in schools or classes of the District shall be for the time period set forth in Attachment A and shall be at the discretion of the District. The assignment of a College student as a Visiting Teacher in the District shall be deemed to be effective for the purposes of this Agreement as of the date set forth in Attachment A. Visiting Teachers serve without pay.

F. The site principal will (1) introduce the Visiting Teacher to the school's faculty, philosophy, policies, and procedures, and provide an orientation to the facility and school community; (2) encourage the Visiting Teacher to participate in site and District professional development opportunities; (3) confer with the Supervising Teacher and College Coordinator.

G. Notwithstanding any other provisions of this Agreement, details such as maximum number of students, the defined unit of time, or the distribution of assignments of Visiting Teachers to training levels, shall be arranged for, by, and between the College and the District, it

being understood that the District shall not be obligated to accept assignments of Visiting Teachers beyond the ability of the District, within its established training programs, to effectively provide services pursuant to this Agreement; and, further, that the College shall not be obligated to pay the District's Supervising Teachers for services in any amount in excess of that provided for under the terms of this Agreement.

### **III. COMPENSATION**

The College may pay Supervising Teachers a stipend at the completion of the assignment, based on a predetermined amount of six hundred (600) dollars. If a stipend is paid, the College will make such payment directly to the Supervising Teacher. In the event the College terminates the assignment of a Visiting Teacher for any reason, the Supervising Teacher shall receive a prorated payment based upon actual time spent working with the Visiting Teacher. If a Visiting Teacher is reassigned to another Supervising Teacher, this shall be considered for payment purposes an entirely new and separate assignment.

### **IV. AMENDMENT**

This Agreement may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the District's governing board and the authorized College representative.

### **V. INSURANCE**

The College shall maintain in full force and effect, at its sole expense, the following minimum insurance coverage or comparable program of self-insurance:

- A. Insurance Service Office Commercial General Liability coverage.
  - 1. Coverage: \$1,000,000 per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project, or the general aggregate limit shall be twice the required occurrence limit.
- B. Workers' Compensation insurance as required by the State of New Jersey and Employer's Liability Insurance.
  - 1. Coverage: \$1,000,000 per occurrence.
- C. Errors and Omissions Liability Insurance.
  - 1. Coverage: \$1,000,000 per occurrence.

The College shall provide the District with at least thirty (30) days' written notice before cancellation, or any reduction or material change in coverage. The College shall provide the District a Certificate of Insurance at the District's written request.

The District shall maintain in full force and effect, at its sole expense, the following minimum insurance coverage or comparable program of self-insurance:

- A. Insurance Service Office Commercial General Liability coverage.
  - 1. Coverage: \$1,000,000 per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall

apply separately to this project, or the general aggregate limit shall be twice the required occurrence limit.

B. Workers' Compensation insurance as required by the State of New Jersey and Employer's Liability Insurance.

1. Coverage: \$1,000,000 per occurrence.

C. Errors and Omissions Liability Insurance.

1. Coverage: \$1,000,000 per occurrence.

The District shall provide the College with at least thirty (30) days' written notice before cancellation, or any reduction or material change in coverage. The District shall provide the College with a certificate of insurance at the College's request.

## **VI. TERMINATION**

This Agreement may be terminated by either party for any reason or for no reason at all upon thirty (30) days' written notice. Such termination shall not be deemed to be a breach of this Agreement, nor shall it be deemed to be tortious conduct.

## **VII. ASSIGNMENT**

Neither the College nor the District may assign or transfer any interest in or rights to or obligations made in this Agreement or use the other's name or any corporate or business name that in reason is likely to suggest that the two are related without in each case first obtaining the written consent of the other party.

## **VIII. MUTUAL INDEMNIFICATION**

A. The College agrees to defend, indemnify, and keep free and harmless the District, its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgments, or liens which may arise from, or which may be alleged to have arisen from, the intentional or negligent acts or omissions of the College, its officers, agents, or employees in connection with or relating to this Agreement.

B. The District agrees to defend, indemnify, and keep free and harmless the College, its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgments, or liens which may arise from, or which may be alleged to have arisen from, the intentional or negligent acts or omissions of the District, its officers, agents, or employees, including without limitation any employment-related claims, in connection with this or relating to this Agreement.

## **IX. NOTICES**

All notices, demands, or other communications given under this Agreement shall be in writing and shall be deemed to have been duly given as of the date delivered if made by personal delivery, or if mailed as of the second business day after mailing by United States Postal Service, postage pre-paid, addressed to the parties whose signatures appear on this document, or to other such address or other such person as any party hereto shall designate to the other for such purposes in the manner hereinabove set forth. Delivery of such notice, demand, or communication may be made to the addresses stipulated below, shall be deemed given as of the date(s) of such delivery as provided herein, and shall be served either by United States mail or personal delivery:

**X. EXECUTION**

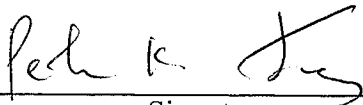
This Agreement (a) shall be binding upon and inure to the benefit and be enforceable by the parties hereto and their respective legal representatives, successors, or assigns, (b) may be executed in any number of counterparts, each of which may be deemed to be an original, but all of which together shall constitute one and the same instrument, (c) shall be construed and enforced in accordance with the laws of the State of New Jersey, and (d) has been executed at Bloomfield, New Jersey, as of the last date set forth below. In witness thereof, the duly authorized representatives of the parties sign this Agreement below.

Bloomfield College  
Institute for Technology  
and Professional Studies

**Address:** 467 Franklin Street  
Bloomfield, NJ 07003

**Name:** Dr. Peter K. Jeong

**Title:** Vice President for Technology  
and Professional Studies



Signature:

**Date:**

9/21/2010

Fort Lee School District

**Address:** 255 Whiteman Street  
Fort Lee, NJ 07024

**Name:**

**Title:**

Signature:

**Date:**

**ATTACHMENT A**

**College Name:** Bloomfield College, Institute for Technology and Professional Studies

**Honorarium for Supervising Teachers:** \$600 for length of assignment.

**Visiting Teacher Assignment Time Period:**

Dates:\* Start \_\_\_\_\_ End \_\_\_\_\_

Hours: Start \_\_\_\_\_ End \_\_\_\_\_

Days: Monday, Tuesday, Wednesday, Thursday

\*Visiting Teachers' schedule is based on the District's school calendar.

#3P

RESOLUTION NO. \_\_\_\_\_

**LONGEVITY STIPENDS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves a **\$550 longevity stipend** for Mr. Robert Kravitz and **\$600 longevity stipend** for Mr. Pat Ambrosio for the 2010-2011 school year.

Motion by \_\_\_\_\_  
 Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

#4P

RESOLUTION NO. \_\_\_\_\_

**VACATION PAY**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves **vacation payout to Miguel Mkcollock** for five (5) vacation days at \$146.63 per day for a total payment of \$733.15.

Motion by \_\_\_\_\_  
 Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

#5P

RESOLUTION NO. \_\_\_\_\_

**SALARY ADJUSTMENTS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the following salary adjustments for the 2010-2011 school year:

Name	Position	From		To	
Pamela Angelini	District School Nurse	Step 7 MA+20	\$67,900	Step 7 MA+10	\$66,900
Douglas Walden	HS Media Specialist	Step 1 MA+20	\$57,800	Step 2 MA+30	\$59,400
Christy Kearney	P/T LDTC	Step 10 MA for 2.5 days	\$76,100 prorated to \$34,361 plus \$500 CST bonus for LDTC	Step 10 MA for 3 days	\$76,100 prorated to \$41,512 plus \$500 CST bonus for LDTC

Motion by \_\_\_\_\_  
 Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

**AMENDED MATERNITY LEAVE FOR KATHLEEN HORTON-FORMA**  
**AS ELEMENTARY TEACHER AT SCHOOL NO. 3**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves a **amended maternity leave for Kathleen Horton-Forma, Elementary Teacher at School No. 3**, (which will supersede Resolution No. 23621 dated May 10, 2010), as follows:

- 1 personal day on September 22, 2010;
- 47 accumulated sick days from September 23, 2010 through and including December 6, 2010, **with pay**;
- 60 work days of Federal Family Leave from December 7, 2010 through and including March 16, 2011, **without pay\***, which provides for the retainment of health benefits; and
- 11 work days of New Jersey Family Leave from March 17, 2011 through March 31, 2011, **without pay\***, which provides for the retainment of health benefits; and

with the intention of returning to her teaching responsibilities on April 1, 2011.

\*During said leave, the employee may apply for New Jersey Family Leave Insurance benefits in which eligibility will be determined by the State of New Jersey.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Superintendent of Schools be and is hereby directed to forward a copy of this resolution to **Kathleen Horton-Forma**.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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#7P

RESOLUTION NO. \_\_\_\_\_

**MATERNITY LEAVE FOR KRISTEN BROWN**  
**AS ELEMENTARY TEACHER AT SCHOOL NO. 4**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves a **maternity leave for Kristen Brown, Elementary Teacher at School No. 4**, as follows:

- 44 accumulated sick days from January 3, 2011 through and including March 11, 2011, **with pay**;
- 30 work days of Federal Family Leave from March 14, 2011 through and including April 29, 2011, **without pay\***, which provides for the retainment of health benefits; and

with the intention of returning to her teaching responsibilities on May 2, 2011.

\*During said leave, the employee may apply for New Jersey Family Leave Insurance benefits in which eligibility will be determined by the State of New Jersey.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Superintendent of Schools be and is hereby directed to forward a copy of this resolution to **Kristen Brown**.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

#8P

RESOLUTION NO. \_\_\_\_\_

**APPOINTMENT OF RITA FERMANO**  
**AS LEAVE REPLACEMENT AT SCHOOL NO. 3**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the following **leave replacement at School No. 3 for the 2010-2011 school year, effective from October 1, 2010 through April 1, 2011**, to be placed at the substitute rate for the first 60 days.

**BE IT FURTHER RESOLVED**, beginning on the 61<sup>st</sup> day, **Rita Fermano** will be compensated at a rate of pay equal to the following: **10 days at \$90.00 per day, 11-60 at \$95.00 per day, and BA, Step 1 prorated for the remainder of the assignment, (i.e., rate of \$52,500.00/21, paid biweekly only for the remainder of the assignment) without benefits:**

<i><b>Appointee</b></i>	<i><b>Replacing</b></i>	<i><b>School</b></i>
<b>Rita Fermano</b>	Kathleen Horton Forma	School No. 3

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010



**APPOINTMENT OF SHAKIRA VALDEZ**  
**AS PART-TIME EDUCATION AIDE AT SCHOOL NO. 3**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of **Shakira Valdez** as a **Part-Time Physical Education Aide at School No. 3** for the 2010-2011 school year, to be placed at **Step 1, degreed**, of the 2010-2011 Classroom Instructional Aides Guide, at an annual **prorated** salary rate of **\$23,614.00, effective October 5, 2010**, due to the resignation of Brandi Lewis.

**BE IT FURTHER RESOLVED**, the prorated salary adjustment is to be paid based on a part-time status not to exceed 15 hours per week, **which is to be paid at an annual salary amount of \$10,154.02 in equal installments per pay period, without benefits**;

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes the Superintendent of Schools to make application for approval of the employment of **Shakira Valdez** to the Commissioner of Education on an emergent basis for a period of three months pursuant to N.J.S.A. 18A:6-7.1c pending completion of a Criminal History Records Check, subject to the submission of a sworn statement by **Shakira Valdez** in accord with N.J.S.A. 18A:6-7.1c(3).

**NOW THEREFORE, BE IT RESOLVED**, that this appointment is expressly contingent upon **Shakira Valdez** executing the Board's customary employment contract, containing a thirty (30) day termination clause.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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#10P

RESOLUTION NO. \_\_\_\_\_

**APPOINTMENT OF ELIZABETH BARTEL**  
**AS ART TEACHER AT SCHOOL NO. 4 AND HIGH SCHOOL**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education hereby approves the appointment of **Elizabeth Bartel as Art Teacher at School No. 4 and Fort Lee High School** for the 2010-2011 school year, to be placed at **Step 1, Class BA**, on the 2010-2011 Teachers' Guide, at a salary of **\$52,500 prorated**, effective **October 5, 2010**, due to the transfer of Kate Poland;

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes the Superintendent of Schools to make application for approval of the employment of **Elizabeth Bartel** to the Commissioner of Education on an emergent basis for a period of three months pursuant to N.J.S.A. 18A:6-7.1c pending completion of a Criminal History Records Check, subject to the submission of a sworn statement by **Elizabeth Bartel** in accord with N.J.S.A. 18A:6-7.1c(3);

**BE IT FURTHER RESOLVED**, that this appointment is expressly contingent upon **Elizabeth Bartel** executing the Board's customary employment contract, containing a thirty (30) day termination clause.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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#11P

RESOLUTION NO. \_\_\_\_\_

**APPOINTMENT OF JARITZA BEATO**  
**AS CLASSROOM AIDE AT FLECC**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of **Jaritza Beato** as a **Classroom Aide at Fort Lee Early Childhood Center (FLECC)** for the 2010-2011 school year, to be placed at **Step 1, non-degreed**, of the 2010-2011 Classroom Instructional Aides Guide, at an annual salary rate of **\$19,678.00 prorated**, effective **October 5, 2010**, due to Jill Bury declining an aide position;

**BE IT FURTHER RESOLVED**, that the Board hereby authorizes the Superintendent of Schools to make application for approval of the employment of **Jaritza Beato** to the Commissioner of Education on an emergent basis for a period of three months pursuant to N.J.S.A. 18A:6-7.1c pending completion of a Criminal History Records Check, subject to the submission of a sworn statement by **Jaritza Beato** in accord with N.J.S.A. 18A:6-7.1c(3).

**BE IT FURTHER RESOLVED**, that this appointment is expressly contingent upon **Jaritza Beato** executing the Board's customary employment contract, containing a thirty (30) day termination clause.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED: October 4, 2010

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**APPOINTMENT OF STEPHANIE ARDIZZONE**  
**AS ELEMENTARY SCHOOL TEACHER AT SCHOOL NO. 1**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of **Stephanie Ardizzone** as an **Elementary Teacher at School No. 1** for the 2010-2011 school year, to be placed at **Step 2, BA**, at an annual salary rate of **\$53,100 prorated, effective September 22, 2010**, due to transfer of Jaime Antifonario;

**BE IT FURTHER RESOLVED**, that this appointment is expressly contingent upon **Stephanie Ardizzone** executing the Board's customary employment contract, containing a thirty (30) day termination clause.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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#13P\*

RESOLUTION NO. \_\_\_\_\_

**APPOINTMENT OF CO-CURRICULAR PERSONNEL**  
**FOR THE 2010-2011 SCHOOL YEAR**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of **Co-Curricular Personnel** for the 2010-2011 school year, as per the attached list.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

Attachment

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# Co-Curricular 2010-2011

2010/11 Applicant	Co-Curricular Activity	Class	10-11 Stipend	Form Recd	Agenda Date	Resolution #
Howard Lipoff	Academic Decathlon	A	\$1,999 x	x	10/4/2010	
Linda Farrell	Academy of Finance	A	\$1,999 x	x	10/4/2010	
Tom Cirone	Internship Director	A	\$1,999 x	x	10/4/2010	
Sun Kim	Art Honor Society	A	\$1,999 x	x	10/4/2010	
Harry Welte	Asian Club	A	\$1,999 x	x	10/4/2010	
Gary Shur	Assistant Choral Director-HS	A	\$1,999 x	x	10/4/2010	
Gloria Norton	Band Wind Instructor-HS	A	\$1,999 x	x	10/4/2010	
Anthony Galatioto	Bell Choir Director	A	\$1,999 x	x	10/4/2010	
Gary Glebas	Video Production Club (a/k/a Camera Club)	A	\$1,999 x	x	10/4/2010	
Richard Legon	Computer Club	A	\$1,999 x	x	10/4/2010	
Nancy Sanders	Drill Technician	A	\$1,999 x	x	10/4/2010	
Christine Accetta	Elementary Level Test Coordinator	A	\$1,999 x	x	10/4/2010	
Michele Weisberg	Environmental Advisor - S#1	A	\$1,999 x	x	10/4/2010	
Christine Sargenti	Environmental Advisor - S#2	A	\$1,999 x	x	10/4/2010	
Amarillys Schwed	Environmental Advisor - S#4	A	\$1,999 x	x	10/4/2010	
Dennis Sayer	Environmental Advisor - HS	A	\$1,999 x	x	10/4/2010	
Melissa Rosen	Freshmen Class Advisor	A	\$1,999 x	x	10/4/2010	
Anna Megaris	Future Teachers of America	A	\$1,999 x	x	10/4/2010	
Amarillys Schwed	Greek Club	A	\$1,999 x	x	10/4/2010	
Howard Lipoff	Hebrew Club	A	\$1,999 x	x	10/4/2010	
Cara Picone	Interact Club Advisor	A	\$1,999 x	x	10/4/2010	
Barbara Pastore	International Thespian Society	A	\$1,999 x	x	10/4/2010	
Joe Ellis	Key Club	A	\$1,999 x	x	10/4/2010	
Adrian Rodriguez	Marching Band Drill Instructor - HS	A	\$1,999 x	x	10/4/2010	
Harry Welte	Model UN Club Advisor	A	\$1,999 x	x	10/4/2010	
Nicole Boote	Modern Music Masters	A	\$1,999 x	x	10/4/2010	
Andrew Yoon	National Honor Society	A	\$1,999 x	x	10/4/2010	
Phyllis Citrin	Percussion Instructor	A	\$1,999 x	x	10/4/2010	
Lauren Glynn	Science Research Club (a/k/a/Science Club/Environmental Club)	A	\$1,999 x	x	10/4/2010	
Amarillys Schwed	Secondary Level Test Coordinator	A	\$1,999 x	x	10/4/2010	
Joseph Picone	Sophomore Class Advisor	A	\$1,999 x	x	10/4/2010	
Domenica Luppino	Spring Musical Director + \$2,000	A	\$3,999 x	x	10/4/2010	
Miriam Lockhart	Assistant Cheerleader Advisor	B	\$2,972 x	x	10/4/2010	
Gloria Norton	Band Leader-MS	B	\$2,972 x	x	10/4/2010	
	Chorus Director-MS	B	\$2,972 x	x	10/4/2010	

# Co-Curricular 2010-2011

2010/11 Applicant	Co-Curricular Activity	Class	10-11 Stipend	Form Recd	Agenda Date	Resolution #
Nina Anderson	Intermedia (Art)-MS	B	\$2,972 x	x	10/4/2010	
Barbara Pastore	Junior Class Advisor	B	\$2,972 x	x	10/4/2010	
Chang Liu Caulfield	Math League	B	\$2,972 x	x	10/4/2010	
Marisa Buonomo	SADD Advisor - S#1	B	\$2,972 x	x	10/4/2010	
Andria Magliozzi	SADD Advisor - S#2	B	\$2,972 x	x	10/4/2010	
Sandy Kim	SADD Advisor - S#4	B	\$2,972 x	x	10/4/2010	
Carol Burghardt	SADD Advisor - HS	B	\$2,972 x	x	10/4/2010	
Aruna Pachikara	Science League	B	\$2,972 x	x	10/4/2010	
Brandon Barron	Speech & Debate	B	\$2,972 x	x	10/4/2010	
Christina McCann	Voice (Literary)	B	\$2,972 x	x	10/4/2010	
Christen Cohn	Future Business Leaders of America	B-1	\$4,471 x	x	10/4/2010	
Linda Farrell	Pioneer Advisor	B-1	\$4,471 x	x	10/4/2010	
James Puliatte	Senior Class Advisor	B-1	\$4,471 x	x	10/4/2010	
Mary Stephenson	All Borough Orchestra Director	C	\$5,950 x	x	10/4/2010	
Joseph Picone	Assistant Band Director-HS	C	\$5,950 x	x	10/4/2010	
Harry Weite	Band Director	C + \$800	\$6,750 x	x	10/4/2010	
Nina Anderson	Cheerleader Advisor	C + \$1000	\$6,950 x	x	10/4/2010	
Joseph Picone	Chorus Director	C	\$5,950 x	x	10/4/2010	
Victor Truscelli	Color Guard/Winter Guard	C	\$5,950 x	x	10/4/2010	
Dennis Sayer	Student Council Advisor	C	\$5,950 x	x	10/4/2010	
Harry Weite	Marching Band Coordinator	Hourly	\$64.72/hr not to exceed \$5,442 (approx 84 hrs)	x	10/4/2010	
Joseph Picone	Chorus Director (Piano Accompanist for Spring Musical)	Hourly	\$51.85/hr not to exceed 25 hrs	x	10/4/2010	

# Co-Curricular 2010-2011

2010/11 Applicant	Co-Curricular Activity	Class	10-11 Stipend	Form Recd	Agenda Date	Resolution #
Tara Hintze	Recreation Coordinator	Hourly	\$29.45/hr (Note: all appointments for Recreation Coordinator or not to exceed \$5,645 (approx. 192 hours)	x	10/4/2010	
Christine Lepore	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
William Straub	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
Phil Zappel	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
Michael Rafferty	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
Michele Sabella	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
Daniel Cirone	Recreation Coordinator	Hourly	\$29.45/hr	x	10/4/2010	
			\$51.85/hr not to exceed 25 hrs			
Joseph Picone	Asst. All-Borough Orchestra	Hourly	\$51.85/hr not to exceed 25 hrs	x	10/4/2010	
			\$51.85/hr not to exceed 25 hrs			
Harry Welte	Orchestra Director [Spring Musical]	Hourly		x	10/4/2010	
Diego Lombardo	Teen PEP	N/A	\$755	x	10/4/2010	
Kevin Oliver	Teen PEP	N/A	\$755	x	10/4/2010	
Claudia Cutler	Choreographer Spring Musical	N/A	\$1,600	x	10/4/2010	
Reina Sandouk	Peer Outreach Service Team (POST)	N/A	\$1,999	x	10/4/2010	

#14P

RESOLUTION NO. \_\_\_\_\_

**PLACEMENT OF STUDENT INTERN FOR 2010-2011 SCHOOL YEAR**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the **placement of the following Student Interns** during the 2010-2011 school year:

Referring High School	Student Name	Type of Placement	Subject Area	# Hours Start-End	Months From-To	School Placed	Cooperating Teacher
Bergen County Academies	Elisa Lee	High School Student Intern	K-5	1 full day/wk	10/2010-6/2011	S#4	Janet LaRusso (2 <sup>nd</sup> grade)

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

#15P

RESOLUTION NO. \_\_\_\_\_

**SATURDAY DETENTION MONITORS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of the following **Saturday Detention Officers** for the 2010-2011 school year to be paid at the rate of \$200 per day from 8:30 a.m. to 12:30 p.m.:

**Debra Brigida**  
**Andrea Magliozzi**

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010



#16P

RESOLUTION NO. \_\_\_\_\_

**APPOINTMENT OF ADDITIONAL SUBSTITUTES  
FOR THE 2010-2011 SCHOOL YEAR**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Fort Lee Board of Education approves the **appointment of the following Substitutes to be added to the list of Substitute Teachers and Substitute Aides** for the 2010-2011 school year, on an as needed basis:

**Rosa Florez  
Tein Na Law  
Hyo Jin Lim  
Chatal Rivers  
Rachel Smith  
Hajnalka Veszelszky  
Kari Weinglass**

**BE IT FURTHER RESOLVED**, that the above appointments are subject to and conditioned upon proof of compliance with the provisions of N.J.S.A. 18A:6-7.1b, Criminal History Records Checks for Substitutes.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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#17P

RESOLUTION NO. \_\_\_\_\_

**RETIREMENT OF JOYCE HAMILTON  
AS HOME ECONOMICS TEACHER AT FORT LEE HIGH SCHOOL**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the **retirement of Joyce Hamilton as Home Economics Teacher at Fort Lee High School**, effective January 1, 2011.

Motion by \_\_\_\_\_  
Passed \_\_\_\_\_ Failed \_\_\_\_\_

Seconded by \_\_\_\_\_

DATED:        October 4, 2010

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**#18P**

RESOLUTION NO. \_\_\_\_\_

**EXTENDED SCHOOL DAY PROGRAM STAFFING CHANGES**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following **staffing changes for Extended School Day Program Personnel** for the 2010-2011 school year:

Action	Name	Position
Rescind	David Cuozzo	Educational Coordinator at School #2
Appoint	Dana Ripoli	ESDP Substitute Aide

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

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**#19P**

RESOLUTION NO. \_\_\_\_\_

**AFTER-SCHOOL TUTORS**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following teachers for **after-school tutoring** funded through Title I funds at the rate of \$45.00 per hour:

Shannon Morris  
Ian Zellman  
Erin Powers  
Christina Murphy  
Cean Spahn

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

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**POLICY COMMITTEE**

**#1POL**

RESOLUTION NO. \_\_\_\_\_

**POLICY/REGULATION UPDATES**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the **first reading of policy and regulation updates** for the following:

<b>Policy No.</b>	<b>Policy Title</b>
<b>0146</b>	<b>Board Member Authority (Revised)</b>
<b>0171</b>	<b>Duties of Board President and Vice President (Revised)</b>
<b>0173</b>	<b>Duties of Public School Accountant (Revised)</b>
<b>3144 &amp; R3144</b>	<b>Certification of Tenure Charges (Revised)</b>
<b>4159</b>	<b>Support Staff Member/School District Reporting Responsibilities (New)</b>
<b>5516</b>	<b>Use of Electronic Communication and Recording Devices (Revised)</b>
<b>6112 &amp; R6112</b>	<b>Reimbursement of Federal and Other Grant Expenditures (New)</b>
<b>6830</b>	<b>Audit and Comprehensive Annual Financial Report (Revised)</b>
<b>8310 &amp; R8310</b>	<b>Public Records (Revised)</b>

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Passed \_\_\_\_\_ Failed \_\_\_\_\_

DATED: October 4, 2010

Attachment

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# POLICY ALERT

0146 – Board Member Authority  
0171 – Duties of Board President and Vice President (Revised)  
0173 – Duties of Public School Accountant (Revised)

3144 – Certification of Tenure Charges (Revised)  
4159 – Support Staff Member/School District Reporting Responsibilities (New)  
5516 – Use of Electronic Communication and Recording Devices (Revised)  
6112 – Reimbursement of Federal and Other Grant Expenditures (New)  
6830 – Audit and Comprehensive Annual Financial Report (Revised)  
8310 – Public Records (Revised)

This POLICY ALERT replaces and/or adds Policy and/or Regulation Guides in the following sections: 0000, 2000, 3000, 4000, 5000, 6000 and 8000.

Please note the comments below are organized as follows:

## 0000 NAME OF POLICY

This paragraph describes a development at the State or Federal level.

This paragraph describes the effect of the development on local Board policy. Local policy is **MANDATED** by law or monitoring standards, (these policies will be designated with a small **M** in the upper right hand corner), **RECOMMENDED** by sound management practices, or merely **SUGGESTED** as may be appropriate to meet your district needs.

These policy and regulation guides should be used to update the Policy and Regulation Manuals of the school district. If your district manual(s) contain any of the policies or regulations contained in this Policy Alert, they must be updated for your district manual(s) to remain current and in compliance with law. It does not matter whether or not the policy or regulation is **MANDATED**, all policies and regulations in district manuals contained in this alert should be updated.

1POL



**NEW JERSEY**  
**POLICY ALERT**  
Policy Alert and Support System

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Subscribers to Education Law Access for New Jersey (ELAN) receive new and revised policies and regulations in paper copy and electronically either through email or download from ELANOnline. The Policy Alert Tab on ELANOnline contains two different folders: one with the ~~strike-throughs~~ and **bolded text**; and the second with ~~strike-throughs~~ and **bolded text** removed for a clean document. The File Maker Pro download requires File Maker Pro installed on your computer and will run on either IBM, Apple Macintosh, or compatibles. For your convenience, the revised policies and regulations have changes indicated, by ~~strike-throughs~~ to denote deletions and **bolded text** to indicate new material. On the electronic versions, these indicators should be changed to regular print in Courier or Courier (WL) 12 font or Times New Roman for District Online clients and ~~strike-throughs~~ should be deleted when the policy or regulation is prepared for your print manual. Also, all policy and regulation guides are double sided as a cost containment and paper conservation measure.

**0146 – Board Member Authority (Revised)**

Several recent School Ethics Commission decisions found conduct by a Board member while visiting a school violated the School Ethics Act or the Code of Ethics for Board Members. Bylaw 0146 has been revised to provide guidance to Board members when visiting a school indicating a Board member shall comply with district policy and regulations for all school visitors.

Policy Guide 0146 is **RECOMMENDED**

**0171 – Duties of Board President and Vice President (Revised)**

The re-codification of N.J.A.C. 6:3-1.2 to N.J.A.C. 6A:32-3.1 requires a legal citation revision in Bylaw 0171. Additional changes include a minor word change in #5 of the Bylaw and one of the optional responsibilities of the Board President has been divided into two options. These are the only revisions in the Bylaw.

Bylaw 0171 is **RECOMMENDED**

**0173 – Duties of Public School Accountant (Revised)**

Administrative code sections in N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, adopted in December 2009, replaced many of the administrative code sections of N.J.A.C. 6A:23 – Finance and Business Services. Many of the new N.J.A.C. 6A:23A administrative code sections were recodified from N.J.A.C. 6A:23 without any revisions. N.J.A.C. 6A:23-2.2 – Principles and Directives for Accounting and Reporting was relocated to N.J.A.C. 6A:23A-16.2 with minor revisions. Bylaw 0173 has been revised to include the new legal citations with a few additional minor changes.

Bylaw 0173 is **RECOMMENDED**



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**3144 - Certification of Tenure Charges (Revised)**

Recent changes in several sections of N.J.A.C. 6A:3-5 – Charges Under Tenure Employees’ Hearing Act require revisions and updating to Policy Guide 3144 – Certification of Tenure Charges. A new Policy Guide 3144 has been developed to replace the existing Policy Guide 3144 and a new Regulation Guide 3144 has been developed to be included in the district’s Regulation Manual. Although a Policy and Regulation are not mandated by law, Strauss Esmay recommends a Board adopt this Policy Guide and include the new Regulation Guide in its Manuals. Regulation Guide 3144 is very specific in outlining the procedures and timelines to be followed when tenure charges are instituted against tenured teaching staff members.

Policy Guide 3144 is **RECOMMENDED**

Regulation Guide 3144 is **RECOMMENDED**

**4159 – Support Staff Member/School District Reporting Responsibilities (New)**

N.J.A.C. 6A:9-17.1 was revised in 2009 requiring certificated staff members to report to the Superintendent of Schools their arrest or indictment for any crime or offense within fourteen days. Policy Guide 3159 was developed and provided to SEA client school districts in August 2009 in Policy Alert 186. However, N.J.A.C. 6A:9-17.1 did not establish the same reporting requirement for non-certificated staff. School administrators have requested a Policy Guide to include the same reporting requirements for non-certificated staff as required of certificated staff in accordance with N.J.A.C. 6A:9-17.1. Policy Guide 4159 has been developed to include the same reporting requirements for non-certificated staff. However, N.J.A.C. 6A:9-17.1 indicates the consequence for the failure to report by a certificated staff member could result in a certificate revocation or suspension, while this is not an option for non-certificated staff members. Policy Guide 4159 for non-certificated staff members indicates a consequence for failure to report may result in disciplinary action in accordance with law. It is recommended a district discuss this Policy Guide with non-certificated staff representatives before recommending Board adoption.

Policy Guide 4159 is **RECOMMENDED**



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**5516 - Use of Electronic Communication and Recording Devices (Revised)**

The availability and ever-changing types and uses of electronic communication and recording devices requires Policy Guide 5516 be reviewed on a regular basis. Policy Guide 5516 has been revised to provide guidance to school districts regarding a pupil's use of electronic communication and recording devices. One option prohibits the possession or use of a device on school grounds at any time. A second option does not prohibit possession or use of a device on school grounds, but only permits the device to be used during the school day with permission. Very few school districts permit electronic communication device use during class passing times or during a pupil's lunch and free period, which is not an option in this Policy Guide. This Guide also includes the remotely activated paging device mandated requirements of N.J.A.C. 6A:16-5.8 regarding student fire fighters, first aid, and rescue squad volunteers. Districts should carefully review the two options for electronic communication and paging devices provided in the Policy Guide. Presently, the use of electronic communication devices, except paging devices, is not governed by any statute or code and a district has flexibility when developing a policy regarding these devices. The revisions to this Policy Guide are extensive and this revised Policy Guide should replace the existing Policy Guide 5516.

Policy Guide 5516 is **MANDATED**

**6112 - Reimbursement of Federal and Other Grant Expenditures (New)**

Recent American Recovery and Reinvestment Act (ARRA) monitoring auditors are requiring school districts to have a formal Board approved policy concerning the reimbursement of Federal grants be submitted to the New Jersey Department of Education (NJDOE) for review. The NJDOE recently published a policy and procedure guidance, *New Jersey Department Of Education Policies And Procedures For Reimbursement Of Federal And Other Grant Expenditures – July 2008*, on the NJDOE website. New Policy and Regulation Guides have been developed using this NJDOE guidance. The Regulation Guide should be reviewed by the staff member responsible for submitting the reimbursement requests. Policy and Regulation Guides 6112 are mandated as the NJDOE is requiring a policy and regulation/procedure during ARRA monitoring.

Policy Guide 6112 is **MANDATED**

Regulation Guide 6112 is **MANDATED**



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**6830 – Audit and Comprehensive Annual Financial Report (Revised)**

Administrative code sections in N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, adopted in final form in December 2009, replaced many of the administrative code sections of N.J.A.C. 6A:23 – Finance and Business Services. Many of the new N.J.A.C. 6A:23A administrative code sections were just relocated from the now reserved N.J.A.C. 6A:23 chapter. N.J.A.C. 6A:23-2.2 – Principles and Directives for Accounting and Reporting was relocated to N.J.A.C. 6A:23A-16.2 with minor revisions. Policy Guide 6830 has been revised to include the new legal citations with a few additional minor changes.

Policy Guide 6830 is **MANDATED**

**8310 - Public Records (Revised)**

Two recent New Jersey Appellate Court decisions and pending legislation (A559) concerning the New Jersey Open Public Records Act (OPRA) require revisions to Policy and Regulation Guides 8310. In *John Paff v. City of East Orange*, 407 N.J. Super. 221, the Court supported a Government Records Council (GRC) decision upholding the OPRA custodian's determination to not accept OPRA requests via fax and requiring all requests to be mailed or hand-delivered. This Court decision makes accepting faxed OPRA requests an option provided requests are accepted by mail or hand-delivery. In *Smith v. Hudson County Register*, 411 N.J. Super 538, the Court indicated public agencies must charge requestors of government records no more than the reasonably approximated "actual costs" of copying such records. However, subsequent to the *Smith* decision, the Senate and Assembly approved Assembly Bill 559. This legislation establishes standard fees for paper copies made pursuant to an OPRA request and will supersede the "actual cost" provisions of *Smith*. A559 is expected to become law within the immediate future and in anticipation of A559 becoming law, Policy and Regulation Guides 8310 have been updated to make acceptance of OPRA requests via fax an option and the sections of the Guides concerning copy costs have been updated to reflect the copy fee provisions of A559. A559 includes a flat rate fee of 5 cents for letter size copies and 7 cents for legal size copies. Until A559 becomes law, districts should charge the actual cost for copies as outlined in the *Smith* decision. The formula for calculating actual cost is outlined in Section E.1. of the revised Regulation Guide 8310 included in this Policy Alert. Districts are advised to check Strauss Esmay's website to keep informed on the effective date for A559.

Policy Guide 8310 is **RECOMMENDED**  
Regulation Guide 8310 is **RECOMMENDED**

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