

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

**REGULAR BUSINESS MEETING MINUTES**

Monday, September 26, 2011

Library, School No. 1 – 250 Hoym St.

1. The Regular Business Meeting was called to order at 8:08 PM by Mr. Arthur W. Levine, President of the Fort Lee Board of Education.
2. Mr. Carmelo Luppino, Jr., led the Pledge of Allegiance to the Flag.
3. Public Announcement by the President of the Board of Education:  
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: Fort Lee Patch.com, The Record, The Star Ledger, The Suburbanite; filed with the Clerk of the Borough of Fort Lee; and mailed to all persons, if any, who have requested said notice.

4. **ROLL CALL**

PRESENT: Mr. John Bang, Mr. Carmelo Luppino, Jr., (8:45) Mrs. Linda McCue,  
Mrs. Angela Napolitano, Mr. Yusang Park  
Mr. Peter Suh, Mr. Joseph Surace Ms. Helen Yoon and Mr. Arthur W. Levine

ALSO PRESENT: Dr. Raymond Bandlow, Mr. Steven Engravalle, Mrs. Cheryl Balletto, and  
Mr. Matthew J. Giacobbe, Esq.

ABSENT: None

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

- ◆ Dr. Raymond Bandlow gave a report on Academic Achievement. Two of the Fort Lee Schools have been taken off the improvement list. Only one school needs improvement and that is the Middle School. We need to develop a plan and need supplementary services. We know that the students and faculty are capable.
- ◆ The Referendum is on the agenda and will be back to the voters in January. It will include all repairs and renovations including Science labs and an addition to the Middle School. It will have a larger Media Center and will gain eight classrooms.
- ◆ Dr. Raymond Bandlow bequest from Teresa Ann Collum, a 1952 Fort Lee graduate who passed away this year. She was with NBC Studios. There are definitive plans and we will have a dedication service.
- ◆ School No. 2 Principal, Mrs. Marianela Martin gave a presentation.

6. **REPORT OF THE HIGH SCHOOL STUDENT REPRESENTATIVES**

- ◆ Ross Fasman stated that there was the dismissal of the Writer's Corner for senior essays which was for college and homework assignments. He also discussed promoting the 1B Program that was introduced at the Middle School. The Soccer team beat Cliffside. Fort Lee is undefeated in Volleyball and Tennis.

7. **BOARD SECRETARY REPORT – AUGUST 2011**

- ◆ For the month of August 2011.

	Motion by Mrs. Linda McCue	Seconded by Mr. Carmelo Luppino	
	To approve the Board Secretary Report for the month of August 2011.	On roll call, Motion carried.	

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

- ◆ For the month of August 2011.

	Motion by Mr. Carmelo Luppino	Seconded by Mr. Peter Suh	
	To approve the Monthly Budget Status Certification for the month August 2011.	On roll call, Motion carried.	

9. **PUBLIC WORK SESSION**

- ◆ The Board motioned that Resolution #1B should be tabled.

	Motion by Mr. John Bang	Seconded by Mr. Yusang Park	
	The Board motioned to Table Resolution #1B.	On roll call, Motion carried 5 to 4.	

10. **APPROVAL OF MINUTES**

- ◆ Minutes from the Executive Session and Regular Business Meeting on September 12, 2011.

	Motion by Mrs. Linda McCue	Seconded by Mrs. Angela Napolitano	
	To Approve Minutes from the Executive Session and Regular Business Meeting on September 12, 2011.	On roll call, Motion carried.	

11. **QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN**

- ◆ Mr. Arthur Levine will be appointing a Superintendent Search Committee of Board Members.
- ◆ Mrs. Paula Colbath asked about Resolution #1B and she would hope that the public will have the opportunity to share their views on this. This should be tabled for October.
- ◆ Mr. Matthew Giacobbe stated that the district will have an Acting Superintendent not permanently but will be putting together a search committee.
- ◆ Mrs. Paula Colbath stated that she couldn't find a law but asked what is the statute on choosing an Acting Superintendent.
- ◆ Mr. Matthew Giacobbe stated that every district has a Superintendent.
- ◆ Mrs. Paula Colbath stated that back in June the Board agreed to tape the buildings and buy cameras. What is the status on this?
- ◆ Mr. Arthur Levine stated that he spoke to Tom Myers and Tom emailed back.

- ◆ Mr. Steven Engravalle stated that we spoke via email and phone and there is an issue with the supervision of the students. How do we record it? The cameras weren't purchased yet and he spoke with Tom who will be coming in.
- ◆ Mrs. Paula Colbath asked if we are taping the meetings.
- ◆ Mr. Arthur Levine stated that he met with Tom and the only problem was last week where the High School could not get volunteers.
- ◆ Mr. Steven Engravalle stated that we will look into it.
- ◆ Mrs. Paula Colbath asked what are we doing with the PowerSchool form and who else is getting the information on the immigration status but yet is it illegal to ask.
- ◆ Mr. Steven Engravalle stated that you filled out the information numerous times and condensed it into one form. I tried to make it easier and changed our system. We changed our system which requires data entry. This information is shared on our end with internal staff that has access. We need emergency information. An immigrant under Title III is a State Report with a data collection.
- ◆ Mrs. Linda McCue stated that you only fill out the form once and only if anything changes.
- ◆ Mr. Steven Engravalle stated that we send it out in the summer to get it out early.
- ◆ Mrs. Paula Colbath stated that she received four copies and is harassed. The Fort Lee School District should say on the form that if people don't feel comfortable don't fill it out.
- ◆ Dr. Nina Levinson asked about Resolution #1B&G and that she will make a request about the details. She also asked about Resolution #5F and the Transportation Contract. She asked about Resolution #1P and asked what is happening with the Superintendent search.
- ◆ Mr. Arthur Levine stated that we are appointing a Superintendent Search Committee.
- ◆ Dr. Raymond Bandlow stated that the staff trips are a part of our membership.
- ◆ Ms. Paige Saltano stated that PowerSchool has a drop dead date of October 7, 2011. We need to stop and input information. How would we implement this?
- ◆ Mr. Steven Engravalle stated that the information already existed in Genesis. The first two pages of information need to be verified. Some schools do not always verify the emergency cards. Some schools put in 100 emergency cards in a day.
- ◆ Mr. Kevin McLilvy stated that he would like the details for the process of clarification of the Acting Superintendent Search and a time table.
- ◆ Mr. Matthew Giacobbe stated that the interim is retired from the state and can work for two years. The Acting Superintendent serves as a chief while there is a search for a new Superintendent. We will appoint a Superintendent Search Committee of the Board members. Mr. Engravalle has a one year contract which ends on June 30, 2012.
- ◆ Mr. Kevin McLilvy stated that he would request public involvement.
- ◆ Mr. Alex Floratos asked who is on the B&G Committee? Many states require funds to be held in a U.S. Bank.
- ◆ Mrs. Cheryl Balletto stated the B&G Committee consists of Carmelo Luppino, Jr., Yusang Park and Joseph Surace.
- ◆ Mrs. Rosemary Giacomelli stated thank you for your service. She asked if they attend to have a performance staff. The Middle School is committed to improve AYP. Students who are in the 7<sup>th</sup> and 8<sup>th</sup> grades often times lose focus and the staff doesn't support you. The staff and her are committed and are behind the Administration and the students. The Middle School has never had a morale situation.
- ◆ Mr. David Sarnoff urged Board members to get out ASAP and be aggressive. Ms. Yoon campaigned on her marketing background.
- ◆ Mr. Arthur Levine stated that all Board members will go out and help inform the public. We can take the Mayor and Council on tour. We will lose grant money if it doesn't pass.
- ◆ Mr. Rich Greenfield, the guidance counselor at the Middle School mentioned that anyone that is around Rosemary Giacomelli would see that she is a caring and passionate person with her staff and students. We would invite you to see the Middle School and see the great staff there. Yes, the NJ ASK is important but really the people and students make up the school.

- ◆ Ms. Christina Yoo asked if the board is planning on getting an Acting Superintendent. It's not on the agenda. What percent of the database has been compiled and completed and do we have the total number of students?
- ◆ A student asked when can parents and students look up the grading.
- ◆ Mr. Steven Engravalle stated that it is left up to the school principals. All logons have been sent to the principals and it depends on the staff. This is new for the Elementary Schools.
- ◆ Ross Fasman asked if the board has set a goal for October 15, 2011.
- ◆ Mr. Steven Engravalle stated that the goal was set for September 15, 2011 and is the responsibility of the teachers. He would like to see it very soon and we have provided assistance last year and one to one support.
- ◆ Mrs. Ada Garcia stated that we have a bare boned referendum where we are out of the nineteenth century where we need bathrooms which are an absolute necessity.
- ◆ Dr. Raymond Bandlow stated that some good proposals are very thorough and we may borrow from this study. Periodic assessments will take place and we will wait to see how the students do. We are glad to see the number of teachers but we need commitment.
- ◆ Mrs. Ada Garcia stated that the newest lawsuit that was filed named Steven Engravalle.
- ◆ Mr. Matthew Giacobbe stated that the lawsuit insurance carrier will defend this case. We can't comment and a lawyer will file an answer and fight it.
- ◆ Mrs. Ada Garcia stated she is very concerned that there will be more lawsuits.
- ◆ Mr. Arthur Levine stated that there is very little we can do. Also it is inappropriate to comment in public about the lawsuit.
- ◆ Dr. Raymond Bandlow stated that he sees teachers doing a good job with the students and it shows at our Back to School nights.
- ◆ Ms. Paige Saltano stated that back in May you had stated goals and objectives. Where are you now and how many board members went to Back to School nights. School #1 had no one show up.
- ◆ Dr. Raymond Bandlow stated that it has been translated to the Administration and a number of things have been done. Parent involvement is in the Mid Year Report.
- ◆ Ms. Paige Saltano stated that there should be training for the parents on PowerSchool.
- ◆ Mr. Steven Engravalle stated that the staff has to be taken care first.
- ◆ Ms. Diane Schiarri stated that public relations do matter and a lot of seniors do make it important.
- ◆ Dr. Raymond Bandlow stated that it is important.
- ◆ Mrs. Paula Colbath stated that damage control has groups to help and to find how to defuse the situation. In Resolution #1B the Board has tried too quickly putting in someone as Superintendent. I think Mr. Engravalle is smart and energetic but I don't think he is not ready. He comes from a district in Hamburg with one School K-8 and no High School. He now has a lawsuit about atmosphere with stress. The public perception is that we need a leader with solid experience. He is 33 years old and not ready to handle the Fort Lee School District. He will do great things at some point.
- ◆ Ms. Basca stated that her daughter is in School #3 and in fifth grade now. Many parents have complained, have been ignored and were directed to the Assistant Superintendent. He wrote a letter that he was not able to change the principal's decision and offered a meeting. He did not act in the best interest and I feel he is not the best candidate.
- ◆ Mr. Howard Pearl stated that he has a child in the Elementary, Middle School and High School. All three are back to back for Back to School night. It is about how we treat people here to get people.
- ◆ Mr. Keith Jensen stated that the Fair School Funding can bring in \$27 million to Fort Lee. Everyone here should reach out to the legislature to reduce the property tax 33%. We need to reach out to the board.
- ◆ Mr. John Bang stated that the board should motion to Table 1B. He commented that the public should have input at a meeting and put together a plan with the President. The Board President will appoint a committee and have a Committee meeting. Mr. Yusang Park seconded motion to Table 1B. On roll call, Motion carried 5 to 4.

12. **RESOLUTIONS AND REPORTS OF COMMITTEES**

<b><u>Buildings and Grounds</u></b>		
<b>#1B&amp;G</b>	<b>Approval of Recommendation from the Buildings and Grounds Committee Regarding the Components of the School Bond Referendum</b>	
<b>#2B&amp;G</b>	<b>Approval – Appointment of Professional Services for Referendum</b>	
<b>#3B&amp;G</b>	<b>Approval – Update Long Range Facilities Plan</b>	
<b>#4B&amp;G</b>	<b>Approval – Rental Agreement with Bergen Community College for Use of Facilities at Fort Lee High School</b>	
	Motion by Mrs. Angela Napolitano To Approve #1B&G - #4B&G	Seconded by Mr. Carmelo Luppino On roll call, Motion carried.

<b><u>Curriculum Committee</u></b>		
<b>#1CUR</b>	<b>Approval of Class Trips</b>	
	Motion by Mr. Carmelo Luppino To Approve #1CUR	Seconded by Mrs. Angela Napolitano On roll call, Motion carried.

<b><u>Finance</u></b>		
<b>#1F</b>	<b>Approval – Current Bills List</b>	
<b>#2F</b>	<b>Approval – Cafeteria Claims Totaling \$52,618.15</b>	
<b>#3F</b>	<b>Approval – Extended School Day Program Claims Totaling \$32,873.99</b>	
<b>#4F</b>	<b>Approval – Line Item Transfers - August 2011</b>	
<b>#5F</b>	<b>Approval – Today's Learning Center Transportation Contract Totaling \$44,030</b>	
<b>#6F</b>	<b>Approval – Acceptance Of Donations Totaling \$86,019.56</b>	
<b>#7F</b>	<b>Approval – Fair Distribution of State Aid for Education</b>	
	Motion by Mr. Joseph Surace To Approve #1F - #7F	Seconded by Mrs. Angela Napolitano On roll call, Motion carried.

<b><u>Health-Welfare and Safety</u></b>		
<b>#1HWS</b>	<b>Approval – Revised Uniform State Memorandum of Agreement for The 2011-2012 School Year between Fort Lee Police Department and Fort Lee Public Schools</b>	
<b>#2HWS</b>	<b>Approval – Out-Of-District Placements</b>	

#3HWS	Approval – <b>Bergen Pediatric Therapy Center as Related Service Provider for 2011-2012 school year</b>	
	Motion by Mrs. Angela Napolitano To Approve #1HWS - #3HWS	Seconded by Mr. Carmelo Luppino On roll call, Motion carried.

<b><u>Personnel</u></b>		
#1P	Approval – <b>Staff Trips and Conferences</b>	
#2P	Approval – <b>Job Description – Faculty Coordinator</b>	
#3P	Approval – <b>Appointment of Faculty Coordinators</b>	
#4P	<b>Approval of Vacation Payment</b>	
#5P	Approval – <b>Resignation of Michele Bilali as Part-Time Classroom Aide at School No. 1</b>	
#6P	Approval – <b>PSAT Proctors</b>	
#7P	Approval – <b>Appointment of Co-Curricular Personnel for the 2011-2012 school year</b>	
#8P	Approval – <b>Addition to Home Instructors List for 2011-2012</b>	
#9P	Approval – <b>Appointment of Kathleen Reinke as Part-Time Physical Education Aide at School No. 3</b>	
#10P	Approval – <b>Secretarial Transfers</b>	
#11P	Approval – <b>Additional Substitutes for the 2011-2012 school year</b>	
#12P	Approval – <b>Appointment of Holly Deleon as Part-Time Preschool Classroom Aide at FLECC</b>	
#13P	Approval – <b>Appointment of Jagoda Rancic as Part-Time Preschool Classroom Aide at FLECC</b>	
#14P	Approval – <b>Appointment of Kristine Schoeppler as Full-Time Preschool 1:1 Aide at School No. 2</b>	
#15P	Approval – <b>Appointment of Social Work Interns</b>	
	Motion by Mr. Peter Suh To Approve #1P - #15P	Seconded by Mr. Carmelo Luppino On roll call, Motion carried. Mr. Joseph Surace abstained from #6P & #10P.

13. At approximately 9:55 PM, Mr. Carmelo Luppino, Jr., offered, Mrs. Linda McCue, seconded by, to adjourn the Regular Business meeting. On voice vote, motion carried unanimously.

Roll calls and resolutions of this meeting are attached.

Respectfully submitted,

---

CHERYL BALLETT  
BUSINESS ADMINISTRATOR/BOARD SECRETARY

CB/mp  
Att.  
10-12-11