

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

REGULAR BUSINESS MEETING MINUTES

Monday, November 12, 2012

Fort Lee High School Library/Media Center,
3000 Lemoine Ave. Fort Lee, New Jersey 07024

1. The Regular Business Meeting was called to order at 8:35 PM by Mr. Yusang Park, President of the Fort Lee Board of Education.
2. Mr. Carmelo Luppino 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, 2175 Lemoine Avenue; 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. (Left approximately 9pm), Mrs. Candace Romba, Mr. Peter Suh, Mr. Joseph Surace, Ms. Helen Yoon and Mr. Yusang Park

ALSO PRESENT: Dr. Sharon Amato, Dr. Keith Lockwood, Mrs. Cheryl Balletto, and Mr. Matthew Giacobbe, Esq.

ABSENT: Mr. Steven Engravalle, Mrs. Linda McCue, and Mrs. Angela Napolitano

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

- ◆ Dr. Sharon Amato stated that it is an honor to be Interim Superintendent. You have her commitment and she thanked the board for their trust. She also thanked the custodians and Central Office to get payroll out.
- ◆ Dr. Keith Lockwood presented his Annual Test Score.
- ◆ Annual Test Score Presentation
- ◆ Public Hearing – Observance week of Respect and School Violence Awareness
- ◆ Public Hearing – Violence and Vandalism / HIB Report for 2011-2012

6. **BOARD SECRETARY REPORT AND TREASURER'S REPORT FOR SEPTEMBER 2012**

- ◆ For the month of September 2012.

	Motion by Mr. Peter Suh To Approve the Board Secretary and Treasurer's Report for the month of September 2012.	Seconded by Mrs. Candace Romba On roll call, Motion carried. Mrs. Linda McCue and Mrs. Angela Napolitano were absent.	
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7. **APPROVAL OF MONTHLY BUDGET STATUS CERTIFICATION - SEPTEMBER 2012**

- ◆ For the month of September 2012.

	Motion by Mr. Joseph Surace	Seconded by Mr. Peter Suh	
	Monthly Budget Status Certification for the month of September 2012.	On roll call, Motion carried. Mrs. Linda McCue and Mrs. Angela Napolitano were absent.	

8. **PUBLIC WORK SESSION**

- ◆ Mr. Yusang Park gave an update on walk-ins and Hurricane Sandy. He thanked Mr. Jack DeNichilo, Mr. Johnny Arroyo, Mr. Sal Bordonaro and Mr. Tony Giambono for helping clean up after the hurricane.

9. **APPROVAL OF MINUTES**

Minutes from the Executive Session and Regular Business Meeting on Monday, October 15, 2012.

	Motion by Mrs. Candace Romba	Seconded by Mr. Joseph Surace	
	Minutes from the Executive Session and Regular Business Meeting on October 15, 2012.	On roll call, Motion carried. Mrs. Helen Yoon abstained. Mrs. Linda McCue and Mrs. Angela Napolitano were absent.	

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

- ◆ Ms. Lisa Riskin questioned if the reregistration costs \$60,000 and to educate students is \$14,000, wouldn't it be efficient to do reregistration this every year?
- ◆ Mr. Yusang Park stated that he will need input and then will be discussed with the board.
- ◆ Mrs. Aida Garcia asked if Dr. Sharon Amato will be Interim Superintendent or Acting Superintendent.
- ◆ Mr. Matthew Giacobbe said yes, the County Executive Superintendent has directed this title to be used as a temporary appointment.
- ◆ Mrs. Aida Garcia stated that she was told this is not the case and was surprised to hear Mr. Engravalle has a medical condition. She asked if one of our district doctors reviewed this since Mr. Engravalle has been to conferences. She would like to know how his leave gets approved before the meeting.
- ◆ Mr. Matthew Giacobbe stated that it hasn't been approved and Mrs. Cheryl Balletto, the Board President and him worked it out with the county to be able to act on it tonight. We cannot discuss Mr. Engravalle's medical condition or disability. He has accrued time and if qualified he can use it.
- ◆ Mrs. Aida Garcia asked what personal days and vacation days has been used between July 31, 2012 and November 7, 2012.
- ◆ Ms. Gibson stated that she has a daughter at School #2 and has a bone marrow transplant and has requested from the district if she can have home instruction. Ten hours has been approved and a web cam can be set up. It was denied. She is receiving help from Hackensack. There is no code stating that this service should be denied. She requested to speak to the Superintendent and would like something done since her daughter won't be back to school till January.

- ◆ Mr. Matthew Giacobbe stated that in a few minutes Dr. Sharon Amato will be appointed and you can call her. I will review the code tomorrow.
- ◆ Mr. Yusang Park said thank you for coming tonight.
- ◆ Ms. Gibson stated that Mr. Engravalle sat on this situation for months.
- ◆ Ms. Spina asked if this needs board approval?
- ◆ Mr. Matthew Giacobbe stated no and action can be taken.
- ◆ Mr. George Porto asked if we have granted in the past someone to go on leave after using their time.
- ◆ Mr. Matthew Giacobbe stated that accrued time can be used and then unpaid. We use forms for FMLA and failure to do so would result in a lawsuit.
- ◆ Ms. Lori Jetter asked if there were any consequences if you're on medical leave and still attend conferences.
- ◆ Mr. Yusang Park stated that he cannot comment, but the board will address these issues.
- ◆ Mrs. Mildred Federico asked how many sick and vacation days have Mr. Engravalle used?
- ◆ Mr. Matthew Giacobbe stated that he needs to review this and then this information can be disclosed. The board has not granted any personal days.
- ◆ Mrs. Mildred Federico asked what documentation is there to show a leave of absence.
- ◆ Mr. Matthew Giacobbe stated that the district uses FMLA forms and the medical doctor needs to provide documentation.
- ◆ Mrs. Mildred Federico stated that she anticipates that upon the return date there will be documentation?
- ◆ Mr. Matthew Giacobbe stated that during Mr. Engravalle's leave we have a right to ask for an update every thirty days and can request him to go to our own doctor. As per the law you get one sick day per month. You have to work 1,200 hours and he has last year. If there is no accrued time then the days are unpaid. We will have a detailed report on his days.
- ◆ Mrs. Rosemary Giacomelli stated that she is very distraught about Mr. Ruggerio and hopes he stays.
- ◆ Dr. Sharon Amato stated that we are changing Mr. Ruggerio's job description and salary adjustment.
- ◆ Mrs. Rosemary Giacomelli stated that Mr. Ruggerio has been unbelievable with his help.
- ◆ Mr. Joseph Surace stated that perhaps you should sit on this side of the table.
- ◆ Ms. Danielle Elmers asked what will be done with the gym. There are no railings and someone can fall. The floor needs to be replaced and are not nice looking.
- ◆ Mrs. Cheryl Balletto stated that it has been planned and budgeted.
- ◆ Mrs. Nance Stern asked if Englewood Cliffs passed a resolution and if this is a counter offer.
- ◆ Mr. Matthew Giacobbe stated that that it's a counter offer and an expansion of his rules.
- ◆ Mrs. Nancy Stern stated on November 7, 2012 there was an article where Mr. Engravalle spoke. I thought you could only have one superintendent, so what is Mr. Engravalle's title, and what is the resolution for Dr. Sharon Amato?
- ◆ Mr. Matthew Giacobbe stated that Resolution #2B is adjusted to a medical leave. That is why Dr. Amato made the decision on the snow day.
- ◆ Ms. Trish McKenna stated that there is one Superintendent, Dr. Amato and Mr. Engravalle will not have any knowledge or access to files.
- ◆ Mr. Matthew Giacobbe stated that Dr. Amato will make decisions. She is the sole voice until January 2, 2013.
- ◆ Ms. Trish McKenna stated that the Middle School Vice Principal is very good so why not make her the Principal when we knew Mr. Kravitz was leaving.
- ◆ Dr. Sharon Amato stated that we do have coverage and we posted for an interim and had interviews.
- ◆ Mr. Yusang Park stated that we did not have an educational leader in place.
- ◆ Ms. Julie Liapes stated that when Dr. Amato is appointed can we have communication?
- ◆ Mr. Paul Umrichin stated that the test scores for the eighth grade are phenomenal. He also asked to have Mrs. Giacomelli put back into the Middle School. How does it look to the press

that on July 31, 2012 to November 12, 2012 Mr. Engravalle has not been here and you reward him with a leave. Are there OPRA requests and a board meeting to take action? On June 26th I didn't think Mr. Carmelo Luppino could vote. He thought that Board members who are lame ducks until the reorganization meeting could not vote or are they permitted to vote. The Interim vs. Acting Superintendent is a challenge in putting Dr. Amato in this position. Does this leave stop the clock and the days not taken out of the three year contract?

- ◆ Mr. Matthew Giacobbe stated that he is speaking with the Board President and Dr. Amato and no action will be taken till tonight. We would need board approval. We are dealing with the hurricane and snow storm and to protect the district by taking measures so the board can take action. We had no internet access and the Superintendent told Mr. Park and I to leave Dr. Amato in charge. You can blame me but it was to protect the district. He stated that Dr. Amato will run the day to day functions. Mr. Engravalle will not have administrative access. I gave guidance and the Board President who wants to have me contact the ethics division.
- ◆ Mrs. Paula Colbath stated that 0163 Policy and we have a quorum in the event that Dr. Amato is unsure with the conflict or is it in violation? She stated that employees have sick days and have records and whatever is used tonight is accrued sick and vacation. If Mr. Engravalle is on leave then he can't work and the board is aware of it.
- ◆ Ms. Diane Sicheri asked if Mr. Engravalle is on two committees will Governor Christie be notified that he is on leave.
- ◆ Mr. Matthew Giacobbe stated that it is our job to notify the employer and the employer has to govern themselves appropriately.
- ◆ Ms. Diane Sicheri asked if there is a written agreement on what Mr. Engravalle can or cannot do while he is on leave.
- ◆ Mr. Matthew Giacobbe stated that the board has discussions and has given Mrs. Cheryl Balletto, Dr. Sharon Amato and I to lay out the steps.
- ◆ Ms. Rosa stated that her sister worked for the state and employees had to prove reasons for their request for leave. Where is the leadership and what is Mr. Engravalle's commitment? He would be here if he wanted to.
- ◆ Mr. Yusang Park stated that what you see tonight is that we choose to be here. That is our commitment and this will be addressed.
- ◆ Ms. Diane Sicheri thanked the board for taking action.
- ◆ Mr. Matthew Giacobbe said yes, that our benefit is having two Assistant Superintendents who have qualifications.
- ◆ Mrs. Candee Romba stated that the hurricane showed the good in Fort Lee. The people did many drives and gathered two vans of supplies and sent them to Jersey City who sent a warm letter of thanks. Mrs. Candee Romba said she would like to thank Mr. Yusang Park for a great job above and beyond.

11. **RESOLUTIONS AND REPORTS OF COMMITTEES**

<u>Board Committee</u>	
#1B	RESOLUTION REGARDING SCHOOL DISTRICT REPORT OF INCIDENTS OF HARASSMENT/INTIMIDATION/BULLYING
#2B	APPROVAL OF MEDICAL LEAVE OF ABSENCE FOR MR. STEVEN ENGRAVALLE AS SUPERINTENDENT OF SCHOOLS
#3B	APPOINTMENT DR. SHARON AMATO AS INTERIM SUPERINTENDENT

	Motion by Mrs. Candace Romba To Approve #1B - #3B	Motion by Mr. Peter Suh On roll call, Motion carried. Mr. Joseph Surace abstained from #2B. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.	
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Buildings and Grounds			
#1B&G	APPLICATION FOR ALTERNATE BATHROOM FACILITIES FOR 2012-2013 SCHOOL YEAR		
#2B&G	APPROVAL OF FINAL CHANGE ORDERS FOR SCHOOLS #3 AND SCHOOL #4		
	Motion by Mr. Joseph Surace To Approve #1B&G & #2B&G	Motion by Mrs. Candace Romba On roll call, Motion carried. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.	

Curriculum Committee			
#1CUR	APPROVAL OF CLASS TRIPS AT A COST TO THE DISTRICT OF \$1,290.00		
#2CUR	TEACHSCAPE MULTIDIMENSIONAL PRINCIPAL PERFORMANCE RUBRIC (MPPR) ANNUAL ONLINE LICENSE		
#3CUR	APPROVAL OF REVISION TO SCHOOL CALENDAR FOR 2012-2013 DUE TO HURRICANE SANDY		
	Motion by Mr. Peter Suh To Approve #1CUR - #3CUR	Seconded by Mrs. Candace Romba On roll call, Motion carried. Mr. Peter Suh voted NAY on #2CUR. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.	

Finance			
#1F	APPROVAL – CURRENT BILLS LIST TOTALING \$992,464.16		
#2F	APPROVAL – LINE TRANSFERS FOR SEPTEMBER 2012		
#3F	ACCEPTANCE OF NON-PUBLIC SCHOOL NURSING AID, TECHNOLOGY AID AND TEXTBOOK AID FOR 2012-2013		
#4F	DISPOSAL OF DOUGH MACHINE		
	Motion by Mr. Joseph Surace To Approve #1F - #4F	Seconded by Mr. Peter Suh On roll call, Motion carried. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.	

Health-Welfare and Safety		
#1HWS	PAYMENT OF HOME INSTRUCTION SERVICES	
	Motion by Mr. John Bang To Approve #1HWS	Seconded by Mrs. Candace Romba On roll call, Motion carried. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.

Personnel	
#1P	APPROVAL - STAFF TRIPS AND CONFERENCES TOTALING \$913.65
#2P	RESCINDING THE APPOINTMENT OF LEA IUCULANO AS 2:1 AIDE AT SCHOOL NO.2
#3P	APPROVAL OF SIDEBAR FOR MATH CLUB-MS AS A CO-CURRICULAR ACTIVITY FOR THE 2012-2013 SCHOOL YEAR
#4P	APPOINTMENT OF ADDITIONAL CO-CURRICULAR ACTIVITIES FOR THE 2012-2013 SCHOOL YEAR
#5P	VOLUNTARY TRANSFER OF JOSEPHINE GIANDOMENICO FROM ELEMENTARY SPANISH TEACHER TO ELEMENTARY ESL TEACHER
#6P	APPOINTMENT OF ZORAIDA MIYAR AS ELEMENTARY SPANISH TEACHER AT SCHOOL NOS. 1, 2 AND 3
#7P	ADDITIONAL SUBSTITUTES FOR THE 2012-2013 SCHOOL YEAR
#8P	APPOINTMENT OF ROBERT RAFFAELLE AS EXTENDED SCHOOL DAY PROGRAM AIDE AT SCHOOL NO. 1 FOR 2012-2013 SCHOOL YEAR
#9P	RESIGNATION OF JENNY MCCANN AS SPECIAL EDUCATION INCLUSION TEACHER AT SCHOOL NO. 4
#10P	APPOINTMENT OF PAUL LUND, JR. AS SPECIAL EDUCATION SCIENCE INCLUSION TEACHER AT FORT LEE HIGH SCHOOL
#11P	APPOINTMENT OF MICHAEL RAFTERY AS DIRECTOR OF ATHLETICS, PHYSICAL EDUCATION AND HEALTH FOR THE 2012-2013 SCHOOL YEAR
#12P Pulled	APPOINTMENT OF JONATHAN MCMENAMIN AS DATABASE SYSTEMS ADMINISTRATOR FOR THE 2012-2013 SCHOOL YEAR
#13P	APPOINTMENT OF ALLISON BANTA AS ELEMENTARY TEACHER AT SCHOOL NO. 4
#14P	APPOINTMENT OF DR. KEITH LOCKWOOD AS THE ANTI-BULLYING COORDINATOR AND AFFIRMATIVE ACTION OFFICER FOR THE 2012-2013 SCHOOL YEAR (NO STIPEND)
#15P	SALARY ADJUSTMENT FOR JASON RUGGIERO AS DISTRICT TECHNOLOGY COORDINATOR

	Motion by Mr. Peter Suh To Approve #1P - #15P	Seconded by Mr. Joseph Surace On roll call, Motion carried. Mr. Peter Suh voted NAY to #15P. Mrs. Linda McCue, Mrs. Angela Napolitano and Mr. Carmelo Luppino were absent.	
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- 12. At approximately 10:35 PM, Mr. Peter Suh, offered, Mr. Joseph Surace, seconded by, to adjourn the Regular Business meeting. On voice vote, motion carried unanimously.
- 13. Roll calls and resolutions of this meeting are attached.

Respectfully submitted,

 CHERYL BALLETT
 BUSINESS ADMINISTRATOR/BOARD SECRETARY

CB/mp
 Att. 11-19-12