

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

REGULAR BUSINESS MEETING MINUTES

Monday, November 21, 2011

Library, School No. 1 – 250 Hoym St.

1. The Regular Business Meeting was called to order at 8:00 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., Mrs. Angela Napolitano,
Mr. Yusang Park, Mr. Peter Suh, Mr. Joseph Surace, Ms. Helen Yoon
and Mr. Arthur W. Levine

ALSO PRESENT: Mr. Steven Engravalle, Mrs. Cheryl Balletto, and Mr. Yaacov Brisman, Esq.

ABSENT: Mrs. Linda McCue

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

- ◆ Mrs. Rosemary Giacomelli spoke about the Middle School in need of improvement Plan.
- ◆ School No. 4 Principal, Mr. Peter Emr gave a report on School #4.
- ◆ Mr. Steven Engravalle stated that there are no HIB reports districts. The Referendum will have walking tours and meetings.
- ◆ Mr. Steven Engravalle thanked the staff at the High School for their hard work and did the report cards in PowerSchool.
- ◆ Parents have access to PowerSchool. The percent of parents who are using PowerSchool are as follows: High School is 76%, the Middle School is 72%, School #1 is 42%, School #2 is 46%, School #3 didn't send letters; and School #4 had 32% in one week.
- ◆ The Elementary PowerSchool Workshops will be in the evenings.
- ◆ We recognize that few students are enrolled in the 2011 Jersey Film Makers. A film "Comes a Slurpee at Lunchtime" is one submitted. Mr. Steven Engravalle thanked Tom Myers for the opportunity.
- ◆ The Graduation Policy has been reviewed and Option 2 Policy is to fill 120 credit law requirements

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

- ◆ Sarah Moore stated that the Halloween Dance was cancelled. The Fall Play is on December 8th, 9th, 10th. It is now Winter Sports season.
- ◆ Ross Fasman stated that it is Respect Month and the students wore pink for anti-bullying. He asked if Mandarin can be added to the IB program as a course and if the district can accept students from other districts.

7. **PUBLIC WORK SESSION**

- ◆ Mr. Yusang Park asked about resolution 7P because of the salary difference.
- ◆ Mrs. Cheryl Balletto answered this person is currently working at that salary and this would be second job.
- ◆ Mr. Yusang Park asked about resolution 12P regarding this person is a relative of a board member and it was not stated on the recommendation form. We need to be transparent and we are not an employment agency. We have to remember that the budget passed by only 3 votes.
- ◆ Mr. Steven Engravalle stated it should be on the form but the person writing the form may not have known it was a relative of a board member.
Mr. Yaacov Brisman stated that the legal definition of relative.
- ◆ Mr. Arthur Levine stated that the position is for a student who needs a one to one aide.
- ◆ Mr. Steven Engravalle stated that it should be done in an appropriate manner.
- ◆ Mr. Yusang Park stated that this went back to the meeting in May when she abstained.
- ◆ Mr. Yaacov Brisman stated that anytime you feel make an objective.
- ◆ Mr. Yusang Park stated that on a staff recommendation form it doesn't say who should not be hired.
- ◆ Mr. Joseph Surace stated that he believes it's her father's cousin.
- ◆ Mr. Steven Engravalle stated that each individual relies upon the Directors and Principals and are not always involved on aides.

8. **APPROVAL OF MINUTES**

- ◆ Minutes from the Executive Session and Regular Business Meeting on November 7, 2011.

	Motion by Mr. Carmelo Luppino	Seconded by Mrs. Angela Napolitano	
	To Approve Minutes from the Executive Session and Regular Business Meeting on November 7, 2011.	On roll call, Motion carried. Mr. Peter Suh abstained. Mrs. Linda McCue was absent.	

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

- ◆ Mrs. Tracy Mattei asked why is the appointment of Tammi Gil being done?
- ◆ Mr. Steven Engravalle stated that one of the criticisms is that some elements don't have as much guidance experience. It is appropriate and she is capable since she had the same training and oversees other trainings. She is interested in the position. She will do a terrific job. She will take on a large task for \$0. She can do both roles.
- ◆ Mr. David Sarnoff stated that he heard how busy the Human Resources Department has been. Is she the most suitable?
- ◆ Mr. Arthur Levine stated that Ms. Gil has not been riced.
- ◆ Mr. Steven Engravalle stated that the district level coordinating is not a part of dealing with students. She still has to report to the Superintendent.
- ◆ Mr. David Sarnoff asked about Resolutions #4F and #5F since he didn't understand.
- ◆ Mr. Steven Engravalle stated that Lincoln Investment is a name change. AFLAC is adding a flexible spending account as per the new state health benefits law.
- ◆ Mrs. Rosemary Giacomelli stated that she is invited to the SRO Convention and will sit on a panel. I'm not talking about any person but how can a Human Resource person do it? A Child Psychologist should not be a bullying specialist. In Resolution #12P show much are you willing to spend. Sarah Moore stated that the High School band will come down to the middle school on the half day prior to Thanksgiving. This year we received an email that we could not have the students come after 4 o'clock because it is not approved three weeks before coming.

- ◆ Mrs. Cheryl Balletto stated the three week notification is due to the state requirement of approval for all trips for insurance coverage if an accident occurs.
- ◆ Mr. Alex Florate asked about Resolution #15P and the Math team appears to be an unauthorized club that no one knew about. This club traveled and represented Fort Lee Schools.
- ◆ Mrs. Rosemary Giacomelli stated that we had a Math Club cut out of our budget. Math Club counts and the parents bring their children. Last year there was a teacher said she would do it for free and this year she would like a stipend.
- ◆ Mrs. Cheryl Balletto stated when the district was cut in state aid a decision was made to cut the stipend for the math club and it was going to be an activity period during the day. It did not work out and now we this has come up.
- ◆ Mrs. Aida Garcia stated that the rental agreement is for 400 a week from 9am to 3pm. How does that cover the cost?
- ◆ Mrs. Cheryl Balletto stated that a custodian gets paid from the fee and the district makes about half.
- ◆ Mrs. Aida Garcia stated the secretary from School #1 stated that these people are still unemployed and can't get a job. The people who are laid off should get first crack at the position.
- ◆ Mr. Steve Engravalle stated that the principal selected the secretary for School #1.
- ◆ Mr. Tom Myers stated that students that are placed over 100 submissions. It is excellent that Fort Lee finished in the top ten and they are automatically in the New Jersey Film festival. They will work with the High School Media Department to create the short videos on bullying.
- ◆ Ms. Diane Sicarri stated the counselors are doing anti-bullying They are putting people in bad positions and it breaks the trust and are ruining reputations.
- ◆ Mr. Steven Engravalle stated that the code says the counselors are the anti-bullying specialist.
- ◆ Ms. Diane Sicarri stated that the children need to know they have a safe place.
- ◆ Mr. Steven Engravalle stated that the staff has been doing a good job.
- ◆ Ms. Diane Sicarri asked about Resolution #2F and Chart wells?
- ◆ Ms. Holly Morelle asked about Resolution #9P and wanted to know what is her secretarial experience. She stated that people were laid off from the budget cut and what part of the union has rights to a job.
- ◆ Mr. Steven Engravalle stated that they had in writing the principal recommended the person on the agenda.
- ◆ Mr. Howard Lipoff stated that his suggestion is to consult with any school social workers and see if they feel comfortable. There should be a discussion with those people.
- ◆ Dr. Nina Levinson asked about Resolution #1B and how many reports have been done.
- ◆ Mr. Steven Engravalle stated that he didn't know off the top of his head but in the beginning it was unclear and there was some reported.
- ◆ Dr. Nina Levinson asked if the board has money to buy cameras for the students to tape for free and will the taping be shown?
- ◆ Mr. Arthur Levine stated that he has been in contact on where the cameras are and will update Dr. Levinson personally.
- ◆ Dr. Nina Levinson asked if these films will go on Time Warner Cable.
- ◆ Mr. Steven Engravalle stated that we will need some guidance.
- ◆ Mrs. Paula Colbath stated that they have been taping the last few meetings and the broadcasting has started in September. This is the fourth meeting and when will you start? You promised back in May.
- ◆ Mrs. Paula Colbath stated that we are not involved in the decision and are hiring someone tonight. You are not going to sell me on 1-1 aide. The process is right. You want to railroad everything through. The teachers have 1-1 aides and the fact is someone is falsely answered the question. It clearly was confusion when things don't go your way. Mrs. Paula Colbath asked where does the lunch money go? We pay everyday and then you are paying Chartwells?

- ◆ Mrs. Cheryl Balletto stated that the funds collected for lunch is in the cafeteria account and pay the bills. The money is separate. The costs are for labor, food and paper products.
- ◆ Mrs. Paula Colbath stated that there are names on the agenda that weren't riced to talk about.
- ◆ Mr. Yaacov Brisman stated that only existing employees get riced.
- ◆ Mr. Joseph Surace stated that the Fort Lee Jr. Bridgeman won two championships.
- ◆ Mr. Carmelo Luppino stated the Cheerleaders won the championship.

10. **RESOLUTIONS AND REPORTS OF COMMITTEES**

<u>Board Committee</u>		
#1B	Approval - Resolution Regarding School District Report of Incidents of Harassment/Intimidation/Bullying	
	Motion by Mr. Carmelo Luppino To Approve #1B	Seconded by Mrs. Angela Napolitano On roll call, Motion carried. Mrs. Linda McCue was absent.

<u>Buildings and Grounds</u>		
#1B&G	Approval - Solicitation of RFP's for Energy Savings Audit	
#2B&G	Approval - Rental Agreement for School #2 Totaling \$450 per week	
#3B&G	Approval - Rental Agreement for School #4 Totaling \$400 per week	
	Motion by Mr. Carmelo Luppino Motion To Approve #1B&G - #3B&G	Seconded by Mr. Joseph Surace On roll call, Motion carried. Mrs. Linda McCue was absent.

<u>Curriculum Committee</u>		
#1CUR	Approval Of Class Trips Totaling \$2,395.00	
#2CUR	School in Need of Improvement (SINI) Plan For Lewis F. Cole Middle School	
#3CUR	Approval of Supplementary Education Service Providers for Tutoring at Lewis F. Cole Middle School for SINI Plan	
	Motion by Mrs. Angela Napolitano To Approve #1CUR - #3CUR	Seconded by Mr. Joseph Surace On roll call, Motion carried. Mrs. Linda McCue was absent.

<u>Finance</u>		
#1F	Approval – Current Bills List	
#2F	Approval – Cafeteria Claims for October 2011	
#3F	Approval - Extended School Day Program Claims for October 2011	

#4F	Lincoln Investment Planning, Inc. as Tax-Sheltered Annuity Provider at no cost to the District	
#5F	Authorizing Aflac to Administer Flexible Spending Account Plan at No Cost to the District	
#6F	Budget Calendar for 2012-2013	
#7F	Acceptance of Donation for School No. 3 totaling \$157.72	
	Motion by Mr. Joseph Surace To Approve #1F - #7F	Seconded by Mr. Peter Suh On roll call, Motion carried. Mrs. Linda McCue was absent.

<u>Health-Welfare and Safety</u>		
#1HWS	Payment of Home Instruction Services	
	Motion by Mr. Carmelo Luppino To Approve #1HWS	Seconded by Mrs. Angela Napolitano On roll call, Motion carried. Mrs. Linda McCue was absent.

<u>Personnel</u>		
#1P	Approval - Staff Trips and Conferences at No Cost	
#2P	Termination of Gregg Sanchez as School Bus Driver	
#3P	Resignation of Linda Mulligan as Part-Time Human Resource Confidential Administrative Assistant	
#4P	Maternity Leave for Michele Sabella as Middle School Special Education Teacher	
#5P	Extending Appointment of Olga Sagalchik as Leave Replacement (For Math Teacher) at Fort Lee High School	
#6P	Appointment of Lucie Iuzzolino as Leave Replacement (For Foreign Language Teacher) at Fort Lee High School	
#7P	Appointment of Kaitlyn Skelley as 1:1 Aide at School No. 1	
#8P	Additional Substitutes for The 2011-2012 School Year	
#9P	Appointment of Nancy Zafft as 10-Month Senior Secretary at School No. 1	
#10P	Revised Secretarial Transfer Date for Laurie Butler from Central Office to High School	
#11P	Appointment of Winter Coaches	
#12P	Appointment of Jeffrey Weinberg as Residency Officer	

#13P	Appointment of Taishnauth Puran as School Bus Driver	
#14P	Appointment of Tammi Gil as The Anti-Bullying Coordinator for the 2011-2012 school year (No Stipend)	
#15P	Extra Compensation for District Assignments	
#16P	Appointment of Additional Co-Curricular Personnel for the 2011-2012 school year	
	Motion by Mr. Peter Suh To Approve #1P - #16P	Seconded by Mrs. Angela Napolitano On roll call, Motion carried. Mr. John Bang abstained from Resolutions #7 & #9, Mr. Carmelo Luppino abstained from one name on Resolution #16P, Mr. Yusang Park abstained from one name on Resolutions #7 & #8, and Mr. Arthur Levine abstained from Resolution #12P. Mrs. Linda McCue was absent.

#1POL	Reading And Adoption of Policy No. 5460 - High School Graduation	
	Motion by Mr. Carmelo Luppino To Approve #1POL	Seconded by Mrs. Angela Napolitano On roll call, Motion carried. Mrs. Linda McCue was absent.

11. At approximately 10:20 PM, Mr. Joseph Surace, offered, Mrs. Angela Napolitano, 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.
12-1-11