

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

**REGULAR BUSINESS MEETING MINUTES**

Monday, November 26, 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 8:08 PM by Mr. Yusang Park, President of the Fort Lee Board of Education.
2. Mr. Peter Suh 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., Mrs. Linda McCue, Mrs. Angela Napolitano, Mrs. Candace Romba, Mr. Peter Suh, Mr. Joseph Surace, Ms. Helen Yoon and Mr. Yusang Park  
  
ALSO PRESENT: Dr. Sharon Amato, Mrs. Cheryl Balletto, and Mr. Yaacov Brisman, Esq.  
  
ABSENT: Mr. Steven Engravalle
5. **REPORT OF THE INTERIM SUPERINTENDENT OF SCHOOLS**
  - ◆ The Middle School Principal search is in progress. The board had candidates but fell through.
  - ◆ The Fall Play is on November 28<sup>th</sup> and the 29<sup>th</sup>.
  - ◆ There will be an open house for the Whiteman Wing at School #1 on November 28<sup>th</sup> and all students are back in their classes.
  - ◆ School Security Drills for the month of October 2012
6. **BOARD SECRETARY REPORT AND TREASURER'S REPORT FOR OCTOBER 2012**
  - ◆ For the month of October 2012.

	Motion by Mrs. Angela Napolitano To Approve the Board Secretary and Treasurer's Report for the month of October 2012.	Seconded by Mrs. Linda McCue On roll call, Motion carried.	
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7. **APPROVAL OF MONTHLY BUDGET STATUS CERTIFICATION - OCTOBER 2012**

- ◆ For the month of October 2012.

	Motion by Mr. Peter Suh	Seconded by Mr. Joseph Surace	
	Monthly Budget Status Certification for the month of October 2012.	On roll call, Motion carried.	

8. **PUBLIC WORK SESSION**

- ◆ Mr. John Bang gave a report on the Curriculum Committee. He had a meeting with new board members.
- ◆ Mr. Carmelo Luppino gave a report on the Buildings and Grounds meeting stating that the board will continue forward on referendum projects. Bids for projects, emergency and storm repairs will be done while prices are low.
- ◆ Mrs. Angela Napolitano congratulated Holly Morell, David Sarnoff and Esther Han Silver on their election.

9. **APPROVAL OF MINUTES**

Minutes from the Executive Session and Regular Business Meeting on Monday, November 12, 2012.

	Motion by Mr. Carmelo Luppino	Seconded by Mr. Peter Suh	
	Minutes from the Executive Session and Regular Business Meeting on November 12, 2012.	On roll call, Motion carried. Mrs. Linda McCue and Mrs. Angela Napolitano abstained.	

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

- ◆ Mr. Tom Myers stated that there is good news for Fort Lee High School students won a movie award for the first time in eight years. We would like to explore in March a kick off for a new festival, screen a seven minute film about the arts and needing a place to dance. Mr. George Kim and colleagues did a great job. Fairleigh Dickenson has a program where students get college credits.
- ◆ Mr Peter Suh asked if we can show the movie at the board meeting.
- ◆ Mr. Tom Myers stated sure and we can have students come and honor them.
- ◆ Mr. Yusang Park stated that we have three walk-ins. Resolutions #12P, 13P and 14P.
- ◆ Ms. Mona Khorozian asked why Dr. Lockwood resigned.
- ◆ Mr. Yaacov Brisman, Esq. stated that Dr. Lockwood resigned with his own reasons and we cannot speak on it publically.
- ◆ A parent asked if Dr. Lockwood's resignation a public document?
- ◆ Mr. Yaacov Brisman, Esq. stated yes if you file an OPRA request.
- ◆ Mr. David Sarnoff said thanks for continuing the projects for the AOF fundraisers. Mrs. Cheryl Balletto was there to watch a crane drop equipment. He asked if QSAC was done with representatives and the school board and does it have many requirements and deadlines.
- ◆ Mrs. Cheryl Balletto answered yes QSAC.
- ◆ Mr. Yusang Park asked will we have goal setting in the new year.

- ◆ Ms. Diane Sicheri asked if there was a price for Resolution #2B&G. She asked who keeps and verifies the attendance records and has a policy on telecommuting official records of the district.
- ◆ Mr. Yusang Park stated that the board has given no authorization to telecommute.
- ◆ Mrs. Aida Garcia asked if Mrs. Cheryl Balletto keeps records of who keeps track and how are the days for telecommuting charged.
- ◆ Mr. Yaacov Brisman, Esq. stated that the Superintendent reports to the board and there is an honor system. It's not Cheryl's role to follow up.
- ◆ Mrs. Aida Garcia asked if the submission of attendance sheets have been done.
- ◆ Mr. Yaacov Brisman, Esq. stated that we are not going there because we don't want to take action if it affects the rights of employees and puts the district at risk. The board understands concerns and is doing their job.
- ◆ Mr. Sean Arnold asked if there is a different policy and costs for Resolution #2B&G.
- ◆ Mrs. Cheryl Balletto answered the question on Resolution #2B&G.
- ◆ Dr. Sharon Amato stated that the district has an online system AESOP and can put in their absence.
- ◆ Mr. Art Elmers asked if there was any FEMA money for repairs.
- ◆ Mrs. Paula Colbath stated that there are thirty teachers retiring this year and asked what Fort Lee is planning to do. What is Part II on evaluation and what are the goals for student achievement? How was Mr. Engravalle's contract approved before the county approval? His attendance records were given out via OPRA request and there is a discrepancy and would like an explanation. You need a public hearing to change a contract.
- ◆ Dr. Sharon Amato stated that she did meet with Gary Novelskelski about this matter.
- ◆ Mr. Yaacov Brisman, Esq. stated that we cannot disclose negotiations in a public forum. This will need to be dealt with.
- ◆ Mr. Peter Suh stated that you can go onto the school boards website and see Part I to set goals for CSA and the Superintendent fills out their part.
- ◆ Mr. Yaacov Brisman, Esq. stated that Part I can't be done because the Superintendent is on leave. The District does reach out for guidance from the county for contracts.
- ◆ Mrs. Cheryl Balletto stated that policy states we have a four day work week in the summer and we have off for Christmas Break. This was done three or four years ago.
- ◆ Mr. Yusang Park stated that the Middle School Principal is more of a priority than Dr. Lockwood's replacement.
- ◆ Mrs. Nancy Stern thanked Mrs. Cheryl Balletto, Dr. Sharon Amato, Mr. Yusang Park and others who showed up at AOF. She questioned the board in preparing the evaluation. There were two resolutions and the one for Steve Engravalle doesn't say to January 2, 2013. She had questions regarding QSAC.
- ◆ Mrs. Cheryl Balletto answered the questions on QSAC.
- ◆ Dr. Sharon Amato stated that she updated Curriculum in all areas.
- ◆ Mr. Howard Pearl stated that when an employee leaves we add extra responsibilities which is not uncommon. The dictionary states that telecommuting is when someone works from home using their computer linked to the workplace. A policy should be written so there is no issue.
- ◆ Mr. Howard Pearl asked if Ms. Gil is taking over bullying and is she still the Human Resources person at this time. He does not know her credentials.
- ◆ Mrs. Cheryl Balletto stated that Ms. Gil is taking over bullying like last year and has been trained.

11. **RESOLUTIONS AND REPORTS OF COMMITTEES**

<b><u>Board Committee</u></b>		
<b>#1B</b>	<b>RESOLUTION REGARDING SCHOOL DISTRICT REPORT OF INCIDENTS OF HARASSMENT/INTIMIDATION/BULLYING</b>	
	Motion by Mrs. Linda McCue To Approve #1B	Motion by Mrs. Angela Napolitano On roll call, Motion carried.

<b><u>Buildings and Grounds</u></b>		
<b>#1B&amp;G</b>	<b>SUBMISSION OF ANNUAL REQUIRED COMPREHENSIVE MAINTENANCE PLAN</b>	
<b>#2B&amp;G</b>	<b>APPROVAL OF EMERGENCY STORM REPAIRS</b>	
<b>#3B&amp;G</b>	<b>APPROVAL – AUTHORIZATION TO GO OUT TO BID FOR SCHOOL REFERENDUM PROJECTS</b>	
	Motion by Mr. Carmelo Luppino To Approve #1B&G - #3B&G	Motion by Mr. Joseph Surace On roll call, Motion carried.

<b><u>Committee of the Whole</u></b>		
<b>#1CW</b>	<b>SUBMISSION OF NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJQSAC) STATEMENT OF ASSURANCE (SOA) AND DISTRICT PERFORMANCE REVIEW (DPR)</b>	
<b>#2CW</b>	<b>APPROVAL OF HIGH SCHOOL BON FIRE PEP RALLY</b>	
	Motion by Mrs. Angela Napolitano To Approve #1CW & 2cW	Seconded by Mr. Carmelo Luppino On roll call, Motion carried.

<b><u>Curriculum Committee</u></b>		
<b>#1CUR</b>	<b>APPROVAL OF CLASS TRIPS AT A COST TO THE DISTRICT OF \$1,440.00</b>	
<b>#2CUR</b>	<b>APPROVAL OF AMENDING THE 2012-2013 SCHOOL CALENDAR DUE TO HURRICANE SANDY</b>	
<b>#3CUR</b>	<b>APPROVAL – DISTRICT CURRICULUM GUIDES FOR 2012-2013</b>	
	Motion by Mrs. Angela Napolitano To Approve #1CUR - #3CUR	Seconded by Mr. Peter Suh On roll call, Motion carried.

<b>Finance</b>			
<b>#1F</b>	<b>APPROVAL – CURRENT BILLS LIST TOTALING \$7,609,457.01</b>		
<b>#2F</b>	<b>APPROVAL – CAFETERIA CLAIMS FOR OCTOBER 2012 TOTALING \$116,855.32</b>		
<b>#3F</b>	<b>APPROVAL – LINE ITEM TRANSFERS – OCTOBER 2012</b>		
	<table border="1"> <tr> <td>Motion by Mr. Joseph Surace To Approve #1F - #3F</td> <td>Seconded by Mr. Peter Suh On roll call, Motion carried.</td> </tr> </table>	Motion by Mr. Joseph Surace To Approve #1F - #3F	Seconded by Mr. Peter Suh On roll call, Motion carried.
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<b>Health-Welfare and Safety</b>			
<b>#1HWS</b>	<b>APPROVAL – PAYMENT OF HOME INSTRUCTION SERVICES</b>		
	<table border="1"> <tr> <td>Motion by Mrs. Linda McCue To Approve #1HWS</td> <td>Seconded by Mrs. Angela Napolitano On roll call, Motion carried.</td> </tr> </table>	Motion by Mrs. Linda McCue To Approve #1HWS	Seconded by Mrs. Angela Napolitano On roll call, Motion carried.
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<b>Personnel</b>	
<b>#1P</b>	<b>APPROVAL - STAFF TRIPS AND CONFERENCES TOTALING \$23.54</b>
<b>#2P</b>	<b>APPROVAL – REVISED JOB DESCRIPTION FOR DISTRICT TECHNOLOGY COORDINATOR</b>
<b>#3P PULLED</b>	<b>APPROVAL – TUITION REIMBURSEMENT FOR 2011-2012 AS PER FLEA AGREEMENT</b>
<b>#4P</b>	<b>APPROVAL – HORIZONTAL MOVEMENT FOR 2012-2013 AS PER FLEA AGREEMENT</b>
<b>#5P</b>	<b>APPROVAL – MATERNITY LEAVE FOR BARBARA COSTA AS ELEMENTARY TEACHER AT SCHOOL NO. 1</b>
<b>#6P</b>	<b>APPROVAL – APPOINTMENT OF GREGG MILGRAM AS 1:1 AIDE AT SCHOOL NO. 1</b>
<b>#7P</b>	<b>APPOINTMENT OF DOLORES BICKFORD AS 1:1 AIDE AT FORT LEE EARLY CHILDHOOD CENTER</b>
<b>#8P</b>	<b>APPROVAL – APPOINTMENT OF JOANN GALASSO AS 1:1 AIDE AT SCHOOL NO. 3</b>
<b>#9P</b>	<b>APPROVAL – APPOINTMENT OF JAMIE KWAI AS LEAVE REPLACEMENT AS ELEMENTARY TEACHER AT SCHOOL NO. 3</b>
<b>#10P</b>	<b>APPROVAL – APPOINTMENT OF WINTER COACHES FOR 2012-2013</b>
<b>#11P</b>	<b>APPROVAL – APPROVAL OF REVISED LIST OF SUBSTITUTE AIDES AND SUBSTITUTE SECRETARIES FOR 2012-2013</b>
<b>#12P</b>	<b>APPROVAL – RESIGNATION OF DR. KEITH LOCKWOOD AS ASSISTANT SUPERINTENDENT – OTHER THAN BUSINESS AND CURRICULUM AND INSTRUCTION AND ANTI-BULLYING COORDINATOR AND AFFIRMATIVE ACTION</b>

	<b>OFFICER FOR THE 2012-2013 SCHOOL YEAR</b>	
<b>#13P</b>	<b>APPROVAL – APPOINTMENT OF TAMMI GIL AS THE ANTI-BULLYING COORDINATOR FOR THE 2012-2013 SCHOOL YEAR (NO STIPEND)</b>	
<b>#14P</b>	<b>APPROVAL – APPOINTMENT OF CHERYL BALLETTA AS AFFIRMATIVE ACTION OFFICER FOR THE 2012-2013 SCHOOL YEAR (NO STIPEND)</b>	
	Motion by Mr. Peter Suh To Approve #1P - #14P	Seconded by Mr. Carmelo Luppino On roll call, Motion carried.

<b>#1T</b>	<b>APPROVAL – DISPOSAL OF EQUIPMENT</b>	
	Motion by Mrs. Angela Napolitano To Approve #1T	Seconded by Mrs. Linda McCue On roll call, Motion carried.

12. At approximately 10:35 PM, Mr. Carmelo Luppino, offered, Mr. Peter Suh, 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,

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CHERYL BALLETTA  
BUSINESS ADMINISTRATOR/BOARD SECRETARY

CB/mp  
Att. 12-4-12