

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

REGULAR BUSINESS MEETING MINUTES

Monday, December 5, 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. Mrs. Angela Napolitano, 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. (arrived at 8:05), Mrs. Linda McCue, Mrs. Angela Napolitano (left at 9:20), 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: Mr. Yusang Park

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

- ◆ Mr. Steven Engravalle asked for a moment of silence for Mathew Calderon.
- ◆ Mr. Steven Engravalle publicly thanked the community responders, the administration and the emergency responders. It is a great loss that Mathew Calderon passed away from juvenile diabetes. The community crisis team met with Mayor Sokolich who is a great mayor. Ms. Pagano and Ms. Cola met the needs of the teachers in School #2 and the Middle School. The morning announcements told us about Matthew where a student sang it's so hard to say goodbye. Homeroom was extended and the students wore red because it was Matthew's favorite color. The viewing is December 6th from 3pm to 7pm at the Madonna Church. The Funeral Mass is at 7pm and family only. 190 students received support. The fundraising efforts from the PTA were selling hearts and the money will go to the mother.
- ◆ Mrs. Cheryl Balletto gave a Presentation on the Cafeteria Fund Process.
- ◆ Mr. Steven Wielkotz, CPA gave a presentation of the Annual School Audit had three findings not deemed materials and if no compliance there would be no findings. He stated that a district of this size it is remarkable to have only three audit comments.
- ◆ The School Security Fire Drill Report is for the month of November, 2011.
- ◆ Middle School Principal, Mrs. Rosemary Giacomelli gave a presentation on the Lewis F. Cole Middle School. Ms. Jillian Riecherz also presented.
- ◆ Mr. Steven Engravalle read the times and places for the walking tours.
- ◆ Mr. Steven Engravalle talked about the percentages of PowerSchool that is being used. He thanked Cheryl Balletto and her staff for their hard work.
- ◆ Mrs. Cheryl Balletto thanked her staff and the school's staff for their cooperation during the year.

- ◆ Mr. Steven Engravalle noted the Financial Literacy Curriculum on the agenda.
- ◆ Mr. Steven Engravalle thanked Mr. Jaime Ciofalo the Director of the High School school counseling and said that he would be missed. He made a donation of tape recorders for the AP Program.
- ◆ There are three appointments and an IEP is needed for a student and the replacement of the Human Resources position is not new.
- ◆ There is graffiti at the High School and there is no reason to believe anyone from the Fort Lee School District did this and the night before the Sportsmanship Dinner.

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

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

- ◆ For the month of October 2011.

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

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

- ◆ For the month of September 2011.

	Motion by Mrs. Angela Napolitano	Seconded by Mrs. Linda McCue	
	To approve the Monthly Budget Status Certification for the month September 2011.	On roll call, Motion carried. Mr. Yusang Park was absent.	

9. **PUBLIC WORK SESSION**

- ◆ Mrs. Linda McCue stated that the play proceeds will donate 50% to the Calderon family. The Senior class collection is already at \$1,000 and they will be selling hearts for \$1 tomorrow.
- ◆ Mr. Carmelo Luppino stated that the private sector is getting together and he will help because it is a town issue.
- ◆ Mr. Arthur Levine thanked Mr. Steven Engravalle, Mrs. Priscilla Church, Mr. Jaime Ciofalo, Mrs. Ann Marie Bruder and Mr. John Coviello who worked late into the night and executed the plan very well.

10. **APPROVAL OF MINUTES**

- ◆ Minutes from the Executive Session and Regular Business Meeting on November 21, 2011.

	Motion by Mr. Carmelo Luppino	Seconded by Mr. Peter Suh	
	To Approve Minutes from the Executive Session and Regular Business Meeting on November 21, 2011.	On roll call, Motion carried. Mrs. Linda McCue abstained. Mr. Yusang Park was absent.	

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

- ◆ Ms. Holly Morelle stated that the body of students we have is amazing. They put pages in the yearbook because he was the auditor. They had it all down pat on what to wear and the empathy was overwhelming.
- ◆ Mr. Steven Engravalle stated that we have amazing students.
- ◆ Ms. Martha Cohen asked what the \$25,000 goes for and what is Social Media Monsters?

- ◆ Mrs. Cheryl Balletto stated that it is a social media campaign and the key is transparency whereas the goal is one stop shopping for the referendum. There is constant emails, newsletters and gives as much information as possible.
- ◆ Martha Cohen asked why can't the public know more and why is it a secret about the graffiti at the High School.
- ◆ Mr. Steven Engravalle stated that it is an ongoing investigation and it is improper for me to say. This will be done in conjunction with Chief Ripoli of the Fort Lee Police Department.
- ◆ Ms. Martha Cohen stated if the public can't know because it would impede investigation. She stated that it was on a desk before the teacher reported it in the High School. It is important that the community knows or it looks secretive.
- ◆ Mr. Steven Engravalle stated that he is working with Chief Ripoli.
- ◆ Martha Cohen stated that the guidelines for the board could take a job with the town after six months and then can be extended.
- ◆ Mr. Steven Engravalle stated yes we can extend it.
- ◆ Martha Cohen asked if Boswell is site engineering and is it open ended and the same amount? Can we check?
- ◆ Mr. John Bang stated that Mr. Yusang Park and his wife just had a new birth in the family.
- ◆ Mr. David Sarnoff gave his condolences to the Calderon family. He also asked if Public relations include postage and is there a fixed cost.
- ◆ Mr. David Sarnoff stated that the board is paying for conferences and someone goes and are being compensated. Is it ok to be a panelist?
- ◆ Mr. Yaacov Brisman stated yes they would certainly be based upon the GSA rates and receipts will be turned in. The accounting will be done by the Business Office.
- ◆ Mr. Alex Chung stated that Sarah would like to say that one half of the money collected from Thursday's Play. I will get in contact with her. Also is there a proposed budget for the financial literacy?
- ◆ Mr. Steven Engravalle stated that this may not be final but a part of the regular budget. There can be action with the research project and there is a new state requirement.
- ◆ Mr. Alex Chung stated that we should take a look at the IB Program with the Business Management and the proficiencies that are similar to it.
- ◆ Mr. Steven Engravalle stated that we must have a specific course and do an Option 2 for them to count. Curriculum is a living document.
- ◆ Mr. Howard Pearl asked that hiring Boswell do we know how to compare. If this is more or if not more to have a comparative price.
- ◆ Mr. Howard Pearl stated that two years ago we changed honor courses if the family chose to and not place the student if it isn't recommended to them. Has any impact study been done and if so how do we get the results.
- ◆ Mr. Steven Engravalle stated that he did a study with AP and will be happy to sit with you. It didn't show how the value was added and the AP results and scores or the test score and the scores in the course. Some colleges don't accept three or below.
- ◆ Mr. Howard Pearl stated that you can't do a study without using students who don't belong in the class. Is it possible to change our minds and sharing the results?
- ◆ Mr. Alex Floratos stated that the cafeteria bill questioned the net figures and the offsets that are not part of the figure. He also asked about the money from the donation.
- ◆ Mr. Steven Engravalle stated that the High School Administration and he were discussing collecting quotes and some were larger than the gift amount.
- ◆ Mrs. Tracey Mattei asked if there was money left in the High School.
- ◆ Mr. Steven Engravalle stated that we want to get returned mail so we can check residency.
- ◆ Mrs. Tracey Mattei asked if we were hiring another Guidance Director.
- ◆ Mr. Steven Engravalle stated that he had a plan to meet with members of the committees and to continue to review resumes. We need to hire the best and only the best and are looking at some ideas.
- ◆ Mrs. Nancy Stern asked if they are already doing the 1B Program, Academy of Finance of Literacy component because she would like to address something and may aide in putting things together. If it is six months as a requirement before you can take a job then why are you changing it? Is Resolution 1B&G authorization for the referendum approval?

- ◆ Mrs. Nancy Stern asked for an update on the Superintendent search.
- ◆ Mrs. Cheryl Balletto answered the board is reviewing proposals and is getting one more. In January we will have another update.
- ◆ Mrs. Nancy Stern asked if the Acting Superintendent's contract is reviewed by Mr. Gilmartin.
- ◆ Mrs. Aida Garcia asked what is the payment to Northern Valley?

12. **RESOLUTIONS AND REPORTS OF COMMITTEES**

<u>Buildings and Grounds</u>		
	Motion to Table Resolution #2B&G	
	Motion by Mr. John Bang	Seconded by Ms. Helen Yoon
		On roll call, Motion failed. 2 Ayes, 5 Nays and 2 absences. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
	Motion to Amend Resolution #2B&G to include Referendum Services only and not to exceed \$5,000.	
	Motion by Mr. Carmelo Luppino	Seconded by Mrs. Linda McCue
		On roll call, Motion carried. Ms. Helen Yoon abstained. Mrs. Angela Napolitano and Mr. Yusang Park were absent.

<u>Buildings and Grounds</u>		
#1B&G	Approval – Resolution Of The Board Of Education Of The Borough Of Fort Lee In The County Of Bergen, New Jersey Providing For The Submission Of A Special Ballot Question To The Fort Lee Borough Voters At A Special School District Election To Be Held Tuesday, January 24, 2012	
	Motion by Mr. Carmelo Luppino To Approve #1B&G	Seconded by Mrs. Linda McCue
		On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
#2B&G	Approval – Boswell McClave Project and Site Engineering Services for the School Bond Referendum at a Rate of \$158 Per Hour, Not to Exceed \$5,000	
	Motion by Mr. Carmelo Luppino To Approve #1B&G & #2B&G	Seconded by Mr. Joseph Surace
		On roll call, Motion carried. Ms. Helen Yoon abstained, Mrs. Angela Napolitano and Mr. Yusang Park were absent.

Curriculum Committee			
#1CUR	Approval – Approval of Class Trips Totaling \$800.00		
#2CUR	Approval – Approval of Financial Literacy Curriculum		
	<table border="1"> <tr> <td>Motion by Mr. Carmelo Luppino To Approve #1CUR & #2CUR</td> <td>Seconded by Mrs. Linda McCue On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.</td> </tr> </table>	Motion by Mr. Carmelo Luppino To Approve #1CUR & #2CUR	Seconded by Mrs. Linda McCue On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
Motion by Mr. Carmelo Luppino To Approve #1CUR & #2CUR	Seconded by Mrs. Linda McCue On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.		

Finance			
#1F	Approval – Current Bills List Totaling \$335,976.34		
#2F	Approval – Line Item Transfers for October 2011		
#3F	Approval – Acceptance of the 2010-2011 Audit		
#4F	Approval – Acceptance of Corrective Action Plan		
#5F	Approval – Englewood Public Schools BOE Joint Transportation		
#6F	Approval – Printing Agreement for Middle School Yearbook at no cost to the district		
#7F	Approval – Acceptance of Additional Education Jobs Fund Act Monies Totaling \$3,335		
#8F	Approval – Acceptance of Donation Totaling \$323.44		
#9F	Approval – Public Relations Maximum Budget		
#10F	Approval – Referendum Communication Services		
	<table border="1"> <tr> <td>Motion by Mr. Joseph Surace To Approve #1F - #10F</td> <td>Seconded by Mr. Peter Suh On roll call, Motion carried. Resolution #1F, All Board Members abstained on themselves for the fingerprinting reimbursement. Mrs. Angela Napolitano and Mr. Yusang Park were absent.</td> </tr> </table>	Motion by Mr. Joseph Surace To Approve #1F - #10F	Seconded by Mr. Peter Suh On roll call, Motion carried. Resolution #1F, All Board Members abstained on themselves for the fingerprinting reimbursement. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
Motion by Mr. Joseph Surace To Approve #1F - #10F	Seconded by Mr. Peter Suh On roll call, Motion carried. Resolution #1F, All Board Members abstained on themselves for the fingerprinting reimbursement. Mrs. Angela Napolitano and Mr. Yusang Park were absent.		

Health-Welfare and Safety			
#1HWS	Approval – Approval of Payment of Home Instruction		
	<table border="1"> <tr> <td>Motion by Mr. Peter Suh To Approve #1HWS</td> <td>Seconded by Mr. Carmelo Luppino On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.</td> </tr> </table>	Motion by Mr. Peter Suh To Approve #1HWS	Seconded by Mr. Carmelo Luppino On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
Motion by Mr. Peter Suh To Approve #1HWS	Seconded by Mr. Carmelo Luppino On roll call, Motion carried. Mrs. Angela Napolitano and Mr. Yusang Park were absent.		

Personnel			
#1P	Approval – Staff Trips and Conferences Totaling \$1,217.42		
#2P	Approval – Rescinding/Correcting Co-Curricular Appointments for the 2011-2012 school year		
#3P	Approval – Approval of Vacation Payment Totaling \$3,602.63		
#4P	Approval – Transfer Doris Hobeika as 1:1 Aide from School No. 1 to Out-Of-District in Leonia		
#5P	Approval – Appointment of Mary Anne Cordaro as 1:1 Aide at School No. 1		
#6P	Approval – Appointment of Genna Kornweiser a Part-Time Classroom Aide at School No. 1		
#7P	Approval – Tuition Reimbursement as Per Flea Agreement		
#8P	Approval – Horizontal Movement as Per Flea Agreement		
#9P	Approval – Appointment of Grant-Funded Tutors at Lewis F. Cole Middle School		
#10P	Approval – Appointment of Part-Time Bus Aide for 2011-2012 school year		
#11P	Approval – Appointment of Cheryl Balletto as Affirmative Action Officer		
#12P	Approval – Additional Substitutes for the 2011-2012 school year		
#13P	Approval – Home Instructor Hourly Rate Adjustment for Michelle Mcinerney		
#14P	Approval – Appointment of Melinda Heuschneider as Human Resource Confidential Administrative Assistant		
	<table border="1"> <tr> <td>Motion by Mrs. Linda McCue To Approve #1P - #14P</td> <td> Seconded by Mr. Peter Suh On roll call, Motion carried. Mr. John Bang voted Nay on #11P because she already does so much. Mrs. Angela Napolitano and Mr. Yusang Park were absent. </td> </tr> </table>	Motion by Mrs. Linda McCue To Approve #1P - #14P	Seconded by Mr. Peter Suh On roll call, Motion carried. Mr. John Bang voted Nay on #11P because she already does so much. Mrs. Angela Napolitano and Mr. Yusang Park were absent.
Motion by Mrs. Linda McCue To Approve #1P - #14P	Seconded by Mr. Peter Suh On roll call, Motion carried. Mr. John Bang voted Nay on #11P because she already does so much. Mrs. Angela Napolitano and Mr. Yusang Park were absent.		

13. At approximately 9:45 PM, Mrs. Linda McCue, offered, Mr. Carmelo Luppino, 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