

**SECAUCUS BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
DATED: MARCH 23, 2017**

President McStowe called the meeting to order at 4PM and roll call taken as follows:

PRESENT: Messrs: Giele, Lewis, McStowe, Ms. Cali, Ms. Dellafave, Mrs. Hanley Ms. O'Connell, and Ms. Pantoliano

LATE ARRIVALS: Mr. Bartletta

President McStowe declared a quorum present

Also present: Kenneth J. Knops, Interim CSA
Grace Yeo, Business Administrator/Board Secretary
Vittorio LaPira, Board Attorney

President McStowe, asked everyone to rise and join in the salute to the flag. In accordance with the provisions of the Open Public Meeting Act, Vice President Pantoliano, announced that the Board Secretary had forwarded notice of this meeting for advertising by having the date, time and place thereof posted in the Secaucus Town Hall, on the bulletin board in the hallway of the Board of Education Administration Building, as well as being provided to the Secaucus Home News, Jersey Journal, and the Bergen Record.

RESOLUTION

INTRODUCED BY: Ms. Pantoliano

SECONDED BY: Ms. Cali

WHEREAS, the Open Public Meetings Act allows for the exclusion from discussion as the public portion of a meeting certain matters as outlined below, and

WHEREAS, the Secaucus Board of Education wishes to discuss such matters made and will make such discussion public when a proper conclusion has been reached:

NOW, THEREFORE, BE IT RESOLVED, that the Secaucus Board of Education will hold a Closed Executive Session on this date, in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8) for the purpose(s) as outlined and described below. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies:

- 7. Litigation or Contract Matters or Attorney/Client Privilege
- 8. Personnel Matters

Board Members present unanimously adopted the foregoing Resolution.

Motion by Ms. Pantoliano, seconded by Ms. Cali, and unanimously adopted by Board Members present to adjourn Executive Session and resume Regular Meeting at 7:10PM.

Motion by Ms. Cali, seconded by Joseph Lewis, and unanimously adopted by board members present to accept and approve the February 16, 2017 Regular Board Meeting Minutes with Mrs. Pantoliano abstaining.

Showcase:

The winners of the Geography Bee for the Elementary Schools were introduced and awarded a Certificate of Merit.

Also awarded a Certificate was Ms. Lindsay Mack (a Jr. in High School) for scoring 1000 points in girls' basketball. For his 1986 scoring of 1000, Lindsay's father Kenny was awarded a Certificate.

For achieving the top 5% in the nation in the Math Test, Chaoyi (Joey) Liang a 7th grade student was awarded a Certificate of Merit.

Mr. Thiago Leite was recognized for being named Teacher of the Year, for Hudson County by the PTSA's.

For his outstanding performance during the snow storms and the boiler breakdown at Clarendon, Mr. Mario Cofini was awarded a Certificate and a t-shirt with the "Super Mario" emblem on the front.

Organization Reports:

JSA representative updated those present on the Winter Congress in Washington D.C. as well as upcoming events.

Each of the Principals reported on the many events which took place during the month which included:

- MS Tricky Tray
- MS Breakfast with Senior Citizens (MS Rock Band debut)
- Read Across America took place in both elementary schools
- Fourth Grade Trip to Trenton State House
- Science Fair
- Book Fair
- Clarendon Tricky Tray (March 30th)
- HS Chorus and Concert Band winning top honors at the Teen Arts Festival

A special thank you was extended to all the custodians for their hard work during the recent snow storms, and getting the schools open. Also extended a special thank you to the IT Department for all their hard work in getting the schools prepared, up and running for PARCC testing.

Superintendent Report:

Recommended action on resolutions and motions to be presented under Committee Reports. Mr. Knops presented the Harassment/Intimidation/Bullying (HIB) findings as reported for the period December 16, 2016 through February 16, 2017 and available in the Administrative Offices for review.

Motion by Mrs. Pantoliano, seconded by Ms. O'Connell, and unanimously adopted by Board Members present to accept the HIB findings as reported for the period December 16, 2016 through February 16, 2017.

Mr. Knops indicated that he was in contact with Mrs. Jane Clemente whose son committed suicide after being harassed, to come and speak to the student body as to the impact these acts have on the family left behind.

Mr. Knops also announced that high school science teacher, Peter Newman, will be traveling to Nambia to instruct teachers in biology. This is a big honor for Mr. Newman to be selected and is a testament to the caliber of teachers in the district.

Business Administrator/Board Secretary Report:

Recommended action on resolutions and motions to be presented under Committee Reports.

Motion by Mr. Lewis, seconded by Ms. Dellafave, to post for a Special Board Meeting on May 4, 2017 to approve the 2017-2018 school budget, and unanimously adopted by the board.

Mr. McStowe at this time thanked Ms. Grace Yeo and her staff for their hard work in preparation of the budget for next year.

Public Agenda Comments - None

Committee Reports and New Business

A.Governance Committee

1. Human Resources

R1.1

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mr. Bartletta

BE IT RESOLVED that the Secaucus Board of Education hereby approves to appoint the following individuals as recommended by the Interim Superintendent of Schools to per diem positions for the 2016-2017 school year:

Name	Position	Rate
Iqbaljit K. Mangat	Substitute Teaching Certificate	\$85.00/ per day
Eva A. Messiha	Substitute Teaching Certificate	\$85.00/ per day
Richard Parrales Jr.	Substitute Teaching Certificate	\$85.00/ per day
Nicole D. Picinich	CEAS Teacher of Social Studies	\$90.00/per day
Sidra A. Sheikh	CEAS Teacher of Social Studies	\$90.00/per day
Dawn Wade	Per Diem Clerk	\$13.00/per hour
Joseph R. Barrise	Per Diem Security Guard	\$20.00/per hour

R1.2

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mr. Bartletta

BE IT RESOLVED that the Secaucus Board of Education hereby approves to amend Resolution R1.6 on the August 25, 2016 Board Meeting appointing Irene Greenbaum to Musical Director/Conductor to a shared positions with Ilias Sifakas

R1.3

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mr. Bartletta

BE IT RESOLVED that the Secaucus Board of Education hereby approves appoint the following individuals to Extra-Curricular positions for 2016/17 SY.

Name	POSITION	2016-17
Alexis Leppin	Environmental Trip Coor.	\$1200
Barbara Bivin	School Nurse Activities	\$1100
Alexandra Faro	Elem. Environmental Trip Chap.	\$450
Megan Jones	Elem. Environmental Trip Chap.	\$450
Michelle Primavera	Elem. Environmental Trip Chap.	\$450
Jeanette Rodriguez	Elem. Environmental Trip Chap.	\$450

Sarah Sciscilo	Elem. Environmental Trip Chap.	\$450
Laurie Valente	Elem. Environmental Trip Chap.	\$450
Kimberly Woeckener	Elem. Environmental Trip Chap.	\$450
Brittany Yannetti	Elem. Environmental Trip Chap.	\$450
Henry Allen	Elem. Environmental Trip Chap.	\$450
Dylan Caruso	Elem. Environmental Trip Chap.	\$450
Thomas Curry	Elem. Environmental Trip Chap.	\$450
Sean Sonnet	Elem. Environmental Trip Chap.	\$450
William Millevoi	Elem. Environmental Trip Chap.	\$450
Donald Somerset III	Elem. Environmental Trip Chap.	\$450
David Segro	Elem. Environmental Trip Chap.	\$450
William Kvalheim	Elem. Environmental Trip Chap.	\$450

R1.4

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mr. Bartletta

BE IT RESOLVED that the Secaucus Board of Education hereby approves to compensate the following individuals for previous experience as per SEA Contract section IX, compensation will be retroactive to October 30, 2016.

Name	Compensate
Amber Butler	\$65,408
Frank Capalbo	\$62,457
Christina Namendorf	\$69,976

R1.5

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mr. Bartletta

BE IT RESOLVED that the Secaucus Board of Education hereby approves to amend resolutions R1.1 from the March 16, 2017 special board of education meeting appointing Assia Aubdoollah as MA+15 at a salary of \$63,049.

M1.1 Motion to post for the following positions:

- Long Term Replacement High School Visual Arts Teacher
- Long Term Replacement Elementary School Teacher
- Long Term Replacement Guidance Counselor
- Summer Internship Program Coordinator
- Lunch Time Learning1 English and 1 Math teacher (Title I Funded) \$35/per hour maximum of \$560.
- Special Education Extended School Year Program Positions:
 - Special Education Teachers
 - Special Education Teacher Alternate
 - Teacher Assistants and Classroom Assistants
 - One Speech Therapist
 - One School Nurse

**Number of staff contingent upon enrollment numbers*

M1.2 Motion to accept the resignation of LTR Marbely Perez, High School Guidance Counselor, effective May 7, 2017

The forgoing resolutions and motions were adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Lance Bartletta	X		R1.1	
Joan Cali	X			
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O'Connell	X			
Ruby Pantoliano	X			

2.Policy:

R2.1

RESOLUTION

INTRODUCED BY: Mrs. Hanley

SECONDED BY: Ms. O'Connell

BE IT RESOLVED, that the Secaucus Board of Education hereby approves the second reading, as recommended by the Interim Superintendent, of the following policies:

- 3283 Electronic Communications Between Teaching Staff Members and Students
- 4283 Electronic Communications Between Staff Members and Students

R2.2

RESOLUTION

INTRODUCED BY: Mrs. Hanley

SECONDED BY: Ms. O'Connell

BE IT RESOLVED, that the Secaucus Board of Education authorizes the Interim Superintendent and Director of Special Education Services to execute and submit the Assurance Statement indicating compliance with Part B of the IDEA and N.J.A.C.

6A:14-1.1 (b) and (c) and submit to the NJ Department of Education's Office of Special Education Programs.

The foregoing resolutions were adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Lance Bartletta	X			
Joan Cali	X			
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O'Connell	X			
Ruby Pantoliano	X			

3.Shared Services:

Mr. McStowe reported that the Committee met on March 22, 2017 with Mayor Gonnelli and Town Council members, and it was very productive meeting. The Town continues to support the Board of Education with the assistance of Town services and shared services.

4. Legislation – No Report

B. Education Committee:

5.Curriculum

R5.1

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, as recommended by the Interim Superintendent, the annexed Field Trips.

R5.2

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, to implement a High School Summer Math Program .

R5.3

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, revise the Drug Testing procedure to exclude taking vital signs from individuals.

R5.4

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves to reinstate Government Awareness to the High School Program of Studies.

R5.5

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves lunchtime learning for High Intensity Tutoring for Graduation Appeals Portfolios

R5.6

RESOLUTION

INTRODUCED BY: Ms. O’Connell

SECONDED BY: Mr. Lewis

BE IT RESOLVED: that the Secaucus Board of Education hereby approves to revise Basic Skills and Honors Criteria for the Secaucus Middle School

The foregoing resolutions were adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Lance Bartletta	X			
Joan Cali	X			
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O’Connell	X			
Ruby Pantoliano	X			

6.Athletics

Mrs. Pantoliano read the student athletes who were awarded All Division placements for each of the winter sports. The list is available in the Athletic Director’s office.

7.School Technology – No report

C. Operations Committee

8.Finance

R8.1

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED that the Board of Education approve the check register, as submitted by the Business Administrator/Board Secretary to pay bills and claims in the amount of \$3,139034.85

R8.2

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED: the Report of Transfers submitted by the Business Administrator/Board Secretary for the month of January within the various appropriations for the 2016-2017 school year as shown on the annexed report.

R8.3

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED, that pursuant to N.J.A.C. 6:20-2.12(e), we certify that the Financial Reports of the Business Administrator/Board Secretary and the Treasurer of School Monies, as presented by the School Business Administrator for the month(s) of January be placed on file. The Reports are in agreement. The Board of Education, after review of the Secretary's Financial Reports (Appropriations Section) and upon consultation with the appropriate district officials, hereby certifies to the best of our knowledge, no major account or funds have been over expended in violation of N.J.A.C. 6:20-2.23(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

R8.4

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes, as recommended by the Superintendent of Schools, the out of district travel for employees as annexed to this resolution.

Employee Name	Date(s) of Event	Title of Event	Location	Registration Fee	Estimated Tolls and Mileage	Total Cost
M. Cofini	5/12/2017	ESCNJ Vendor Expo	Somerset	\$0.00	85.6 X .31 = 13.27, tolls \$4.30	\$17.57
A. Perez	5/12/2017	ESCNJ Vendor Expo	Somerset	\$0.00	85.6 X .31 = 13.27, tolls \$4.30	\$17.57
D. Doering	3/31/2017	School Counselor Conf.	Kean Univ.			
G.Yeo	6-7 to 6-9-2017	Annual NJASBO Conf.	Atlantic City	275*	Mileage = \$75.70 Tolls = \$22.55	\$373.25
					Misc. expense \$10	\$10.00
					Hotel Expense = \$249	\$249.00
S.Smahl	5-17 to 5-19	Spring Leadership Conf.	Atlantic City	\$525.00	Mileage = \$75.70 Tolls = \$17.50	\$618.20
					Hotel Expense =\$200.	\$200.00

R8.5

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Business Administrator to execute a contract in the amount of \$23,650.00 for the Institute Multi-Sensory Education (IMSE) located at 19720 Gerald Street, Northville, Michigan 07096 to provide a hands-on understanding of IMSE's enhanced Orton-Gillingham method of reading comprehension.

R8.6

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Business Administrator to execute a contract in the amount of \$8600.00 for Empowering Writers located at 731 Main Street, Suite 117 Monroe, CT for the elementary schools (K-1) and grades 2 to 5.

R8.8

RESOLUTION

INTRODUCED BY: Ms. Dellafave

SECONDED BY: Mr. Lewis

WHEREAS, the Secaucus Board of Education (hereinafter referred to as the “Board”) and Maschio’s Food Services, Inc. (hereinafter referred to as “Maschio’s”) are parties to an Agreement (hereinafter referred to as the “Agreement”) in which Maschio’s provides cafeteria services; and

WHEREAS, Maschio’s employs and provides lunch aides and classroom aides that are not mentioned in the Agreement; and **WHEREAS**, said lunch aides are supervised and managed by employees and agents of Maschio’s in their day to day employment activities; and

WHEREAS, said classroom aides are supervised and managed by employees and agents of the Board in their day to day employment activities; and

WHEREAS, an insurance and indemnification clause is present in said Agreement limited to the provision of food services; and

WHEREAS, the parties are desirous of entering into an Addendum to the Agreement concerning the indemnification and insurance clause to be effective concurrently with, and for the full term of the aforementioned Agreement for cafeteria services, including lunch aides and classroom aides as assigned throughout the District; and

WHEREAS, the Board and Maschio’s have memorialized the terms of their understanding in the attached Addendum to the Agreement

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the attached Addendum between the Board and Maschio’s; and

BE IT FURTHER RESOLVED that the Board President and Business Administrator/Board Secretary are hereby authorized to execute the attached Addendum and any and all documents necessary to effectuate same.

The foregoing resolutions were adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Lance Bartletta	X			
Joan Cali	X			
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O’Connell	X			
Ruby Pantoliano	X			

9.Safety/Security-Buildings & Grounds

R9.1

RESOLUTION

INTRODUCED BY: Mr. Lewis

SECONDED BY: Ms. Dellafave

BE IT RESOLVED, that the Secaucus Board of Education authorizes the Transportation Coordinator to submit the annexed School Bus Emergency Evacuation Drill Reports for Clarendon Elementary, Huber Street Elementary, Early Learning Center, Secaucus Middle School, and Secaucus High School, the second of two mandatory drills for school year 2016-2017.

R9.2

RESOLUTION

INTRODUCED BY: Mr. Lewis

SECONDED BY: Ms. Dellafave

WHEREAS, Dobco was awarded the Bid for General Contractor at Secaucus High School/Middle School; and

WHEREAS, Dobco has encountered changed circumstances; and

WHEREAS, Legacy Construction Management, DiCara/Rubino, Architects, and Dobco have agreed that the Change Order(s) listed below are appropriate for the changed circumstances:

NOW, THEREFORE, BE IT RESOLVED, that the following change orders be approved in for the (net) amounts as listed in accordance with annexed documentation:

<u>Change Order #</u>	<u>Description</u>	<u>Amount</u>
Order #77	Premium labor costs, as required by Secaucus Police Dept. for rigging roof top units.	\$ 8,109.56
Order #78	Extend duct for grilles in walls in Cafeteria	\$ 2,795.23
Order #79	Labor & Materials for 3 additional Exit signs at girl's locker room (existing) as required by Town Building Inspector.	\$ 2,183.07
Order #80	Disconnect, remove & relocate ductwork in rooms 185A and 184B.	\$34,630.38
Order #81	Swap Fire Shutter Motor in HS entrance to allow for automatic reset in lieu of mechanical reset.	\$ 3,670.88
Order #82	(A).Additional cost to install additional reinforcement at the bent Plate along gridlines N.7/P&14/15.4. (B).Additional cost to install additional stiffeners at 7 lintels for Area A where plates were modified to fit the curvature of wall	\$ 3,667.07 \$ 4,476.11
Order #83	Request by design team, additional cost to monitor a crack on Stairwell #3	\$ 8,671.70
Order #84	Additional cost to re-support existing wiring above drop ceiling Main Entrance of HS Lobby as requested by Electrical Inspector	\$ 1,704.48
Order #85	Additional cost for installation of gypcrete throughout Gym corridor	\$10,799.44
Order #86	Cost paint additional curbs for Fire Lane as per Town Building Inspector in order to obtain TCO	\$ 951.33
Order #87	Additional cost to reroute fiber optic cable located outside Custodial office to main transformer and at main entrance @ HS	\$ <u>3,201.32</u>
	Total	\$84,860.57

RESOLUTION

INTRODUCED BY: Mr. Lewis

SECONDED BY: Ms. Dellafave

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Business Administrator to submit the 2017-2018 M1 (Comprehensive Maintenance Buildings and Grounds) to the Interim Executive County Superintendent.

The foregoing resolutions were adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Lance Bartletta	X			
Joan Cali	X			
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O'Connell	X			
Ruby Pantoliano	X			

10. Technology – No report

Public General Comments

Tom Troyer addressed the Board concerning the recent newspaper article concerning the alleged theft of Booster Club funds, and whether the Board is responsible for the missing funds. Since this is a legal matter the Board is not able to respond.

Karen Boylan Young thanked the Board for the final resolution to the Camp Wampalane field trip. She further stated that the Board is moving in the right direction concerning field trips.

Board Member Comments

Mr. Giele thanked all the elementary parents for their participation in open house. All congratulated the students who were Showcased this evening as well as the Mr. Leite, Lindsay Mack and Mario Cofini. In addition, all congratulated the athletes from the winter season. Mrs. Pantoliano thanked all the PTA's for their hard work. Mrs. Hanley commented that through those honored in tonight's Showcase the diversity of talent throughout the district.

Ms. Dellafave thanked everyone for their support at the passing of her father. Also due to all the work of the Principals and staff, Administration has set a positive tone for the future.

Mr. McStowe in conclusion thanked everyone for attending and participation in all events, but requested that next year, the annual PTA Founder's Day not be held on the same day.

Motion by Mr. Lewis, seconded by Ms. O'Connell, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:25PM

Respectfully submitted,

Grace Yeo, Board Secretary