

**SECAUCUS BOARD OF EDUCATION
SPECIAL MEETING MINUTES
DATED: FEBRUARY 29, 2012**

President Manente called the meeting to order at 4:30PM and roll call taken as follows:

PRESENT: Messrs. McStowe, Manente, Krajewski, Lewis, Riebesell, Troyer, Ms. Marra and Mrs. Weiner

ABSENT: Mrs. Snedeker

President Manente declared a quorum present.

Also present: Cynthia Randina, CSA
H. Ronald Smith

Vice 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 McStowe, 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.

R1.1

INTRODUCED BY: Mr. Troyer

SECONDED BY: Mr. McStowe

BE IT RESOLVED, by the Secaucus Board of Education that the tentative 2012-2013 budget be approved as follows:

Operating Budget	\$32,906,380
Grants & Entitlements	\$ 816,700
Repayment of Debt	<u>\$ 1,265,839</u>
Total	\$34,988,919

BE IT FURTHER RESOLVED, that the District's tax requirements to support the proposed 2012-2013 budget to be presented to the voters is as follows:

Operating Budget	\$31,636,305
Repayment of Debt	\$ 1,265,839

AND BE IT FURTHER RESOLVED: that the Superintendent and School Business Administrator are authorized to present the proposed 2012-2013 school budget, as detailed above, to the Hudson County Executive Superintendent of Schools for review and approval.

The foregoing resolution was adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Charles Krajewski	X			
Joseph Lewis	X			
Jack McStowe, VP	X			
Dora Marra	X			
Gary Riebesell	X			
Lisa Snedeker				X
Tom Troyer	X			
MaryAnn Weiner	X			
Salvatore Manente, President	X			

Motion by Mrs. Weiner, seconded by Mr. McStowe, and unanimously adopted by Board Members present to adjourn at 5:05PM

Respectfully submitted,

H. Ronald Smith
Interim Board Secretary and Business Administrator

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President Manente called the meeting to order at 7:05 PM and roll call taken as follows:

PRESENT: Messrs. McStowe, Manente, Lewis, Krajewski, Troyer, Ms. Marra, Mr. Riebesell, Mrs. Weiner and Mrs. Snedeker

ABSENT:

President Manente declared a quorum present.

Also present: Cynthia Randina, CSA
H. Ronald Smith, Interim SBA/BS
Stephen Fogarty

Vice 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 McStowe, 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: Mr. McStowe

SECONDED BY: Mr. Riebesell

WHEREAS, it shall be necessary for the Secaucus Board of Education to discuss subjects concerning personnel matters;

BE IT RESOLVED, that the aforesaid subject will be discussed in closed Executive Session pursuant to the provisions of P.L. 1975, Chapter 231, and that such deliberations thereto will be made available to the public as soon as the reasons for non-disclosure no longer exist.

NOW, THEREFORE, BE IT RESOLVED, that the Secaucus Board of Education went into Executive Session at 5:20 PM in order to discuss personnel.

Motion by Mr. McStowe seconded by Mr. Riebesell, and unanimously adopted by Board Members present to adjourn the Executive Session and resume the Regular Meeting at 7:00 PM

Approval of Meeting Minutes – January 19, 2012

Motion by Mrs. Weiner, seconded by Ms. Marra

Board Member	Roll Call
Charles Krajewski	Yes
Joseph Lewis	Yes
Jack McStowe	Yes
Dora Marra	Yes
Gary Riebesell	Yes
Lisa Snedeker	Yes
Tom Troyer	Yes
MaryAnn Weiner	Yes
Sal Manente, President	Yes

S.G.O. Report

SMS SGO representative Rebecca Higgins discussed:

- Alex's Lemonade Stand fundraiser has so far raised \$1,372.11
- Builder's Club "Penny Wars"
- Denim for Dogs – donations of \$2/student and \$5/staff member raised enough money to adopt a puppy.

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- Valentine's Day Dance update
- The 8th grade are getting ready to take their graduation pictures.

SHS SGO - The HS SGO raised over \$500 this month for the Seeing Eye. The HS is now only \$1,500 away from it's \$5,000 goal.

Next month the Senior SGO executive board members and other members of the Senior class will be "Taking Over" the Board of Education and shadowing a board member to understand how the Board of Ed works.

Superintendent's Report

Recommended action on Motions and Resolutions would be presented under Committee Reports and New Business.

- HIB District Report

As per District Policy #5512, incidents of harassment, intimidation or bullying for the time period of January 19, 2012 through February 16, 2012 are as follows:

<i>School</i>	<i>Total Reports</i>	<i>Confirmed HIB</i>	<i>Not HIB/ Other</i>
• Clarendon	2 report	0	2
• Huber Street	1 reports	1	0
• Secaucus MS	3 report	1	2
• Secaucus HS	1 report	0	1

A thorough and complete investigation was conducted for each report of an alleged incident of harassment, intimidation or bullying by the principal or the principal's designee within one school day of the verbal report of the incident.

Investigations were completed and the written findings submitted to the principal as soon as possible, but not later than 10 school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying.

The Building principal, in accordance with the code of student conduct, determined appropriate disciplinary action to be taken, based on the investigation findings.

- News from the Elementary Schools

I'd like to spotlight some of the great things taking place at the Huber St. School this month. Ms. Wilhelm hosted a highly successful Breakfast with the Principal on February 6th, at which Mr. Bonin's ELINC 5th. Grade class was highlighted with an interactive presentation with the parents that attended entitled, "Are You Smarter Then A Fifth Grader?" After the students' presentation, Mrs. Wilhelm took the parents on a tour of the school and discussed various aspects of their child's school day. Parents were very excited to walk through their child's school. It was a very rewarding day for everyone.

The first grade students performed at the annual PTA Founder's meeting on February 8th. The students sang many songs using sign language that were taught by their teacher, Mrs. Frank. Mrs. Allen, Mrs. Ulrich and Mrs. Niemiera also taught the students many songs that entertained the audience.

- NJFEA Student Leadership Institute

I'd like to bring to your attention an excellent opportunity for sophomores and juniors who are interested in pursuing a teaching career. The New Jersey Principals and Supervisors Association and the Foundation for Educational Administration are jointly sponsoring their first Student Leadership Institute in October. The selected students will receive professional assistance in sharpening their leadership skills at a weekend program designed for developing student-driven service projects to enhance their NJFEA chapters and school communities.

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The New Jersey Education Association will be funding this all-expense-paid outing for the students and their chaperones.

• *Future Teachers' Academy Presentation*

While we're on the topic of our future educators, I'd now like to call on Ms. Kuchar to update us on the progress of our Future Teachers' Academy.

- Mrs. Kuchar gave a PowerPoint presentation on the Future Teacher's Academy including the Vision, Admission requirements, Goals, Reasons to join and Course of Studies throughout High School.
- Students from the Academy (Alyssa, Angelica, Jennifer) stood up to speak regarding the NJFEA (New Jersey Future Educators Association) Student Leadership Institute Conference. William Wolf said that this academy is a Blessing – He loved the opportunity to be involved in this program.

Report by the Secretary of the Board

Business Administrator, Ron Smith updated the meeting on the ongoing 2012/2013 budget process. The public hearing regarding the budget is scheduled for March 22, 2012.

Public Comments on Agenda Items

Michael Kean:

R2.3 – was in the first graduating class of the Media Academy. Being part of this Academy was the best decision. Now studying film at Montclair University. Academy helped to overcome a stuttering problem through public speaking.

Ms. Cali questioned:

- R1.4 – Long Term Substitute for Social Studies in the High School
- R1.12 - Replacement of "Newspaper Club" with Wee Deliver at Huber and Clarendon School? Wee Deliver already exists.
- R1.20 (Approval to post stipend for UNICO Advisor) tied with R2.4 (Approval to implement UNICO Youth club as an official High School club) Ms. Cali believes this club already exists from 2009. Dr. Berckes responded that he was told it was not an "official" club.
- R2.3 In regard to the creation of a Business Club for the 2012-2013 school year – one already exists.

Ryan McStowe:

R2.3 – Spoke in favor of the Media Academy especially the Morning Broadcast and the benefits of taking Public Speaking as a Freshman.

Debra Gerbasio:

R2.3 – Spoke regarding the Media Academy would like for the opportunity to have other college students come back to speak on their Academy experience and make a presentation in the same manner as the Future Teacher Academy.

Melody H.:

R2.3 – Spoke in favor of the Media Academy. As a Freshman at Montclair University studying Broadcasting feels it would be a mistake to eliminate the Media Academy. Melody also presented a text message from former Media Academy student Julia Giambona in favor of keeping the Media Academy.

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Mr. Manente explained that the resolution to eliminate the Media Academy has been tabled, further research needs to be done.

Recommended action on Motions and Resolutions would be presented under Committee Reports and New Business.

1. School Government

Motion by Mr. Riebesell, seconded by Mr. Troyer, to accept the recommendation of the Superintendent to approve and adopt motions R1.1 through R1.22, as described below

- R1.1** Approval to appoint the following Substitute Teacher for the 2011-2012 school year
Alex Kuchar
- R1.2** Approval for Special Education Extended School Year Summer Program as per IEP mandates: Monday, July 2, 2012 - Tuesday, July 31, 2012 excluding July 4 - 6, school buildings will be closed on Fridays.
- R1.3** Approval to accept *Medical Leave of Absences* for the following staff members:
- Carol Ann Scheiner*, Clerk/Athletic/Guidance Department, Secaucus High School, commencing January 25, 2012 through February 21, 2012 using (20) Illness days with pay.
- Keith Schneider*, Social Studies Teacher, Secaucus High School, commencing February 15, 2012 through April 2, 2012 using (27) Illness days with pay.
- R1.4** Approval to post for Long-Term Social Studies Teacher, Secaucus High School, commencing February 16, 2012 through April 2, 2012.
- R1.5** Approval to offer 2011-2012 employment contracts to the following Administrative Assistants:
- | | |
|--------------------|----------|
| Cheryl Amacker | \$49,537 |
| Frances Bialkowski | \$64,405 |
| Eileen Losurdo | \$50,788 |
| Veronica Melendez | \$40,139 |
| Lea Ann Nicolich | \$39,902 |
- R1.6** Approval to accept retirement from Frank Gerould, Bus Driver, effective February 15, 2012. (9 years of service)
- R1.7** Approval to terminate Robert Henderson, Bus Driver (abandonment of position), effective January 25, 2012.
- R1.8** Approval to accept resignation from Vito Spaccavento, Bus Driver, effective January 25, 2012.
- R1.9** Approval to add Pre-K disabilities class (am) at Clarendon School as a result of increased enrollment.
- R1.10** Approval to post .5 Resource Teacher - Clarendon School March 1, 2012 - June 30, 2012.
- R1.11** Approval for Susan Redvanly as Chorus Director, Clarendon School, Grades 5-6, stipend \$2575.
- R1.12** Approval to replace extracurricular activity "Newspaper Club" at Clarendon School with Wee Deliver Club.
- R1.13** Approval to appoint Janice Bartoszek, Photography Club Advisor, Secaucus High School, effective February 17, 2012, stipend \$500 (prorated).
- R1.14** Approval to compensate Brian Lamatina for "lighting stage services" of the Fashion Show @ 6 hrs x 35/hr= \$210.

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- R1.15** Approval to rescind the appointment of Lori Garofalo-Adessa as curriculum writer.
(1/19/2012 Agenda)
- R1.16** Approval to post the development of a Biology replacement curriculum for Special Education students as per IEP mandate and State graduation requirement regulation. Compensation: 20 hrs x \$35/hrs = \$700/max.
- R1.17** Approval to appoint Rick Eisenberg as Internship Coordinator, Secaucus High School, effective February 27, 2012, stipend \$7500, replacing Dario Sforza, who resigned.
- R1.19** Approval to appoint *Amanda Mottola*, Head Girls Soccer Coach, effective February 17, 2012, stipend \$6155.
- R1.20** Approval to post stipend for UNICO Advisor - \$500
- R1.21** Approval to appoint the following teachers to create benchmark assessments, effective January 16 - 31, 2012 (Dates to be determined) for 20 hrs max. x \$35/hr = \$700:
- HS Teachers:**
Lidia Ortelio-Lago
Robert Fournier
- R1.22** Approval to affirm decision of Superintendent of Schools regarding HIB case.

	Yes	No	Abstain	Absent
Charles Krajewski	X			
Joseph Lewis	X			
Jack McStowe, <i>Vice President</i>	X			
Dora Marra	X			
Gary Riebesell	X			
Lisa Snedeker	X			
Tom Troyer	X			
MaryAnn Weiner	X			
Salvatore Manente, <i>President</i>	X			

- 2. Curriculum:**
Motion by Mr. Krajewski, seconded by Mrs. Weiner, to accept the recommendation of the Superintendent to approve and adopt motions R2.1 through R2.5, as described below
Recommended Board Action for the following:
- R2.1** Approval of Field Trips
- R2.2** Approval of the following programs/courses:
- SuccessMaker Online Assessment and Remedial Program
 - Naviance Computerized College Search/Career Program for High School
 - Etymological Roots/College Application Prep Course
- R2.3 TABLED** Approval to eliminate Media and Communications Academy, and Business and Technology Academy due to student lack of interest, and replace with creation of Media/Film Production Club and Business Club for the 2012-2013 school year.
- R2.4** Approval to implement UNICO Youth club as an official High School club
- R2.5** Approval to implement proposed changes to High School Program of Studies:

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- Course requirements for graduation capped at maximum of 160 credits with special permission required to take courses beyond 160-credit maximum.
- Physical Education change for 2012-2013 from Pass/Fail to letter grade
- Credit for summer internships to be awarded by September 2012
- Credit for Understanding Film from 5 to 2.5/5 credits
- Credit for Public Speaking from 5 to 2.5 credits
- Credit for College Exam (SAT) prep from 5 to 2.5 credits
- Credit for Drama I and II from 5 to 2.5/5 credits
- Credit for Horticulture from 5 to 2.5 credits
- Credit for Essentials of Human Anatomy from 5 to 2.5 credits
- Credit for Sociology from 5 to 2.5 credits
- Credit for AP Calculus BC and AP Physics C from 5 to 10 credits
- Change graduation requirements from 5 credits in Computer Concepts to 5 credits in Computers
- Offer Study Hall as an elective with no credit

	Yes	No	Abstain	Absent
Charles Krajewski	X			
Joseph Lewis	X			
Jack McStowe, <i>Vice President</i>	X			
Dora Marra	X			
Gary Riebesell	X			
Lisa Snedeker	X			
Tom Troyer	X			
MaryAnn Weiner	X			
Salvatore Manente, <i>President</i>	X			

R2.3 – TABLED Motion by Mr. McStowe, Seconded by Mr. Lewis

3. Finance

Motion by Ms. Marra, seconded by Mr. Troyer, to accept the recommendation of the Superintendent to approve and adopt motions R3.1 through R3.5, as described below

Recommended Board Action for the following:

- R3.1 Approval of Bills List – February 2012**
R3.2 Approval of Budgetary Transfers – October-November-December 2011
R3.3 Approval of Financial Reports – October-November-December 2011
R3.4 Approval of Out of District Travel
R3.5 Approval to submit application for “Race to the Top” funding

	Yes	No	Abstain	Absent
Charles Krajewski	X			
Joseph Lewis	X			
Jack McStowe, <i>Vice President</i>	X	X - 3.5		
Dora Marra	X			
Gary Riebesell	X			
Lisa Snedeker	X			
Tom Troyer	X			
MaryAnn Weiner	X			
Salvatore Manente, <i>President</i>	X			

- 4. Safety/Security/Buildings & Grounds** – Mr. McStowe discussed the progress of the Clarendon and High School gym floors. Also the football field lighting.
- 5. Technology Committee** – No Report
- 6. Policy Committee** – No Report

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7. **Athletic Liaison** - Mr. Riebesell reported on various County & State competitions for the bowling, wrestling, Boys and Girls basketball, and swim team.
8. **Shared Services** - Mrs. Weiner reported that the Shared Service Committee met with the Mayor and Town Council to discuss the Safe Route to Schools Grant as well as the need for more buses due to the impact of new housing developments on the school budget.
9. **Legislative Report** - No Report
10. **New Business** - No Report
11. **Resident's Forum General**

Mrs. Lynch announced the Kickoff for this year's Relay for Life – the Kickoff will be held at Clarendon School on March 29th and the Town of Secaucus has donated the Recreation Center for this year's walk which begins on Friday, June 15th.

Mr. Anderson

- Productive meeting with the Superintendent
- Lack of communication regarding the elimination of the Media Club
- Status of EW? Answer: Employee on leave and return date has not yet been determined.

Ms. Cali

- Thank you for the meeting it is showing a positive direction.
- Questioning the Media Academy- 8th Grade will be meeting soon with counselors to work on Freshman orientation – will we be offering? Response by Mrs. Randina is to Encourage more participation to keep the club possibly add media cycle courses to the Middle School curriculum.

Mr. Joseph Sitty (on behalf of his son)

- His Son asked for him to appear on his behalf to speak in favor of keeping the Media Academy. He had to work but felt so strongly that he asked his Dad to come to the meeting. Mr. Sitty is a Dare Officer in North Bergen and also feels like the Academy offers key life skills such as the Public Speaking course.

12. Board Member Comments

Mr. Krajewski expressed his thanks for the Media Academy students who came to speak this evening and hopes they will be asked to speak to the 8th grade students during their orientation to the High School. He also wished everyone a safe and relaxing week off.

Mr. Troyer had no comment.

Mr. Lewis had no comment.

Mrs. Snedeker had no comment.

Mr. Riebesell acknowledged the retirement of district bus driver Frank Gerroud.

Ms Marra expressed that Dario Sforza will be missed, he was a great mentor for our Internship program. Mentioned that she will vote to keep the election in April as of tonight 315 of 538 districts will be moving their elections to November. Ms. Marra also spoke of how she loved the enthusiasm of the students for the Media Academy, but the Board members do need to look at the dollars and cents. We need more enrollment. Reminded everyone of the Gypsy concert on March 3rd at 7pm in the PAC.

Ms. Weiner - Thank you to everyone who spoke about the Teachers Academy and the Media Academy.

Mr. McStowe congratulated the First Grade students at Huber Street School for their "Great" performance at the Huber Street School PTA Founder's Day meeting. He also congratulated Clarendon School Rock Band for their recent performance. Mr. McStowe

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also spoke of Clarendon's fundraising for St. Jude's Children's Hospital – the school was first in the state and ranked seventh in the nation for fundraising this year.

Mr. Manente spoke of the productive meeting between the Board and the SEA. Discussion on enhanced communication by providing a Board member liaison to meet on non-personnel matters.

- Clarendon – Mrs. Snedeker and Mr. McStowe
- Huber – Mrs. Weiner and Ms. Marra
- SMS – Mr. Krajewski and Mr. Troyer
- SHS – Mr. Lewis and Mr. Riebesell

13. Adjournment

Motion by Mr. McStowe seconded by Mr. Riebesell, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:40PM

Respectfully submitted,

H. Ronald Smith
Interim Board Secretary and Business Administrator

**SECAUCUS BOARD OF EDUCATION
SPECIAL MEETING MINUTES
DATED: FEBRUARY 9, 2012**

President Manente called the meeting to order at 4:00PM and roll call taken as follows:

PRESENT: Messrs. McStowe, Manente, Krajewski, Lewis, Riebesell, Troyer, Ms. Marra, Mrs. Snedeker and Mrs. Weiner

ABSENT:

President Manente declared a quorum present.

Also present: Cynthia Randina, CSA
H. Ronald Smith

Vice 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 McStowe, 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.

M.1

INTRODUCED BY: Mr. Troyer

SECONDED BY: Mr. McStowe

BE IT RESOLVED, by the Secaucus Board of Education votes to keep the School Board Election on the third Tuesday in April.

The foregoing resolution was adopted by a roll call vote as follows:

	Yes	No	Abstain	Absent
Charles Krajewski	X			
Joseph Lewis	X			
Jack McStowe, VP	X			
Dora Marra	X			
Gary Riebesell	X			
Lisa Snedeker	X			
Tom Troyer	X			
MaryAnn Weiner	X			
Salvatore Manente, President	X			

Motion by Mrs. Weiner, seconded by Mr. McStowe, and unanimously adopted by Board Members present to adjourn at 5:07PM

Respectfully submitted,

H. Ronald Smith
Interim Board Secretary and Business Administrator