

**SECAUCUS BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
DATED: SEPTEMBER 22, 2016**

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

PRESENT: Messrs Gerbasio, Giele, McStowe, Ms. Cali, Mrs. Hanley, and Ms. Pantoliano

LATE ARRIVALS: Mr. Bartletta

Note: Ms. O'Connell was present for executive session only

President Gerbasio declared a quorum present

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

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: Mrs. Hanley

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:

Litigation or Contract Matters or Attorney/Client Privilege
Personnel Matters

Board Members present unanimously adopted the foregoing Resolution.

Motion by Mr. McStowe, seconded by Ms. Cali, and unanimously adopted by Board Members present to adjourn Executive Session and resume Regular Meeting at 7:01PM.

Motion by Mr. McStowe, seconded by Ms. Hanley, and unanimously adopted by board members present to accept and approve the following board meeting minutes with Mrs. Pantoliano abstaining for the meeting of July 21, 2016:

Regular Meeting of July 21, 2016, Special Meeting of August 4, 2016, Regular Meeting
August 25, 2016

Organization Reports:

Niketani Baranwal, JSA liaison to the Board, announced the new officers and proudly stated that there are now 98 members. The first meeting will be held on September 19, 2016 and they will be hosting in recognition of Leadership Day, all board members were invited to attend.

Principals Valente, Wilhelm, Dr. Berckes, and Viggiani each reported on events held during first few weeks of the opening of school. Each reported on the smooth opening of the school year and

each thanked the custodial staffs, clerical staff and faculty in each of their buildings for a successful school opening and everyone is looking ahead to a great school year.

Mrs. Wilhelm especially wanted to inform everyone of the successful opening on September 15, 2016 of the new Early Learning Center located at 40 Mill Ridge, thanking the Board, Mr. Knops and Ms. Yeo for all their hard work in getting this new facility.

Showcase:

At this time Mr. Knops introduced the recipients of this month's award for their hard work in raising thousands of dollars for both Huber and Clarendon schools for St. Jude's hospital. The following were honored:

Lucille Wright
Helen Allen
Eilish Viggiani
Lisa Bartletta
Anna Falco
Diorchinie Ortiz

This year the two schools will join forces in fundraising for St. Jude's, together they will be stronger and hope to raise much more.

Superintendent Report:

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

Mr. Knops presented the Harassment/Intimidation/Bullying (HIB) self-assessment findings as reported for the school year 2015-2016 as required by regulations.

Motion by Mr. McStowe, seconded by Mr. Bartletta, and unanimously adopted by board members present to accept the findings of the self-assessment for school year 2015-2016.

Mr. Knops then reported on the back to school nights, the events and programs presented at the two in-service days of September 6th & 7th for the faculty and staff, reintroduced the two new administrator; namely Dr. Hope Belcher and Dr. Daniela Garzone. Mr. Knops is looking forward to the events which will take place during Week of Respect, October 3rd to October 7th, and October 20th and 21st Day of Remembrance, Respect and Reflection. In conclusion Mr. Knops wished everyone a successful year.

Business Administrator/Board Secretary Report:

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

Ms. Yeo reported on the very hectic summer and there were people that needed to be thanked for their patience and cooperation; namely Mr. Viggiani for the Town's Recreation programs which took place at Clarendon from July 5th to August 26th. Mrs. Wilhelm for hosting the Middle and High School administrators and staff while their offices were under construction. Dr. Bob and Mr. Valente did a great job under the circumstances and for the long hours they put in. To the custodians for the great job in getting all the schools up and running and especially for getting the Early Learning Center at Millridge up and running on time. To the teachers who were able to prepare their classrooms in time for school opening. Also a big thank you to Nancy Lynch, President of the SEA, for your support and assistance through this very difficult period.

Public Agenda Comments:

Tom Troyer stated that he would have requested copies of the change orders, but he already received them from Fran Bialkowski.

Committee Reports and New Business

1. School Government

R1.1

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

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
Anna Porcelli-Becker	Substitute CEAS Teacher of General Business Studies	\$90 per day
Taylor Dreiss	Substitute CEAS English Certificate & CEAS Teacher of Students with Disabilities	\$90 per day
Carolina Munoz	Substitute Teaching Certificate	\$ 85 per day
Kelly O’Hara	Substitute Teaching Certificate	\$ 85 per day
Mary Beth Vanoni	Standard K-5 Standard Math K-8	\$105 per day
Lauren Potoczniak	Substitute School Nurse Certificate & RN	\$150 per day
Toni D. Cruz	Per diem Security Guard	\$20 per hour
David DeAnna	Per diem Security Guard	\$20 per hour
Christopher Burns	Per Diem Custodian	\$13.00/hr
Ralph Mundo	Per Diem Custodian	\$13.00/hr
Jorge Russo	Per Diem Custodian	\$13.00/hr
Glenda Garcia	Per Diem School Bus Driver	\$16.45/hr

R1.2

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED that the Secaucus Board of Education hereby approves to appoint the following individuals to Extra-Curricular positions for the 2016-2017 school year:

School	Name	POSITION	2016-17
Huber	Cindy Viera	Elementary Drama Club	\$2,900*
Huber	Alexis Leppin	Elementary Drama Club	\$2,900*
Middle	Cathleen Taylor	7th & 8th Grade Advisor	\$1,550
Middle	Allison Cunniff	Activity Fund Treasurer	\$1,900
Middle	Cathleen Taylor	Builders Club	\$1,150
Middle	Cathleen Taylor	District Science Fair Coordinator	\$1,125

Middle	Allison Cunniff	Drama Club	\$2,900
Middle	Ronald Mroz	Environmental Club	\$2,500
Middle	Pasquale Cocucci	Junior Math Club	\$1,300*
Middle	Dylan Caruso	Junior Math Club	\$1,300*
Middle	Nicole Hernandez	M.S. Literary Magazine	\$950
Middle	Kelly Waters	M.S. Middle Pages	\$1,425
Middle	Sara Sciscillo	M. S. Theater Club	\$900
Middle	Toni Ann Palmisano	M.S. Yearbook	\$1,575
Middle	Anna Marie Picariello	National Junior Honor Society	\$1,025*
Middle	Debra Demone	National Junior Honor Society	\$1,025*
Middle	Anna Marie Picariello	R.O.G.A.T.E	\$1,100*
Middle	Debra Demone	R.O.G.A.T.E	\$1,100*
Middle	Toni Ann Palmisano	M.S. S.G.O.	\$1,625
Middle	Bayu Sutrisno	Web Master	\$1,600
High	Allison Urbanovich	Saturday Detention	\$35/Hour
High	Edward Roesing	Weight Room	\$15/Hr @2/Hrs per day
High	David Segro	Weight Room	\$15/Hr @2/Hrs per day
High	Michael Vitulano	Weight Room	\$15/Hr @2/Hrs per day
High	Bayu Sutrisno	Weight Room	\$15/Hr @2/Hrs per day

R1.3

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED that the Secaucus Board of Education hereby approves to appoint the following individuals to Building Mentor for the 2016-2017 school year:

Name	School	Stipend
Kristen Backiel	Clarendon	\$750

R1.4

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves,- to appoint the Daniella Riser as District Affirmative Action Officer for the 2016-17/SY

R1.5

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED that the Secaucus Board of Education hereby approves to appoint the following individuals to coordinator positions for the 2016-2017 school year:

Name	Position	Stipend
Lori Garofalo	Special Education Transition Coordinator	\$9,000
Richard Eisenberg	Career Exploration and Internship Program	\$9,000

R1.6

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves, as recommended by the Interim Superintendent, to appoint the following individuals as to the following Fall Co-Curricular positions for the 2016-17/SY

Name	Position	Stipend
Sara Sciscilo	Marching Band Assist.	\$3,590

R1.7

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves, as recommended by the Superintendent, the following salary increments based on acquired advanced degrees and/or additional credits, retroactive to September 1, 2016 (based on 2015-2016 salary guide):

Last	First	2015-2016 Salary	New Step
Hennessy	Tammy	\$64,908.00	MA
Capalbo	Frank	\$60,254.00	BA30
Wassong	Amanda	\$63,486.00	MA
Chisari	Alexis	\$61,157.00	BA30
Gulistan	Mihriban	\$61,957.00	BA30
Urbanovich	Allison	\$65,743.00	MA15
Wiswesser	Christina	\$66,078.00	MA15
Falco	Anna	\$64,908.00	MA
Amado	Erin	\$63,149.00	MA15

R1.8

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves, to retro appoint Richard Eisenberg as the Summer Internship Coordinator

R1.9

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves, to amend Resolution R1.9 from August 4 Board Meeting to adjusting Kerri E. Pruden, Elementary Basic Skills BA +15 Step 1 to BA+30 Step 1, \$ 60,554

R1.10

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RE SOLVED, that the Secaucus Board of Education hereby approves, to Resolution R1.8 from the August 4 Board Meeting to adjust Jeanne Keeler, Family Consumer Science Teacher from BA Step 1 to BA+15, Step 1, \$ 59,334

R1.11

RESOLUTION

INTRODUCED BY: Mr. McStowe

SECONDED BY: Mrs. Hanley

BE IT RE SOLVED, that the Secaucus Board of Education hereby approves, to rescind Resolution R1.6 from the August 25 Board Meeting and appointing Sara Conforti to Foreign Language Club and Michele DeGennaro Foreign Language Honor

M1.1 Motion to accept, with regret, the retirement of Vincent Guilin, Clarendon Custodian effective December 31, 2016.

M1.2 Motion to accept, with regret, the resignation of John Scheiner, Supervisor of Buildings & Grounds, effective November 26, 2016.

M1.3 Motion to post for the following:

- High School AM and PM detention
- Swimming Coach and Assistant Coach
- Buildings & Grounds Supervisor
-

The foregoing resolutions and motions were adopted by the following roll call vote:

	Yes	No	Abstain	Absent
Lance Bartletta	X		1.1	
Joan Cali	X			
John Gerbasio	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis				X
John McStowe	X			
Kathy O'Connell				X
Ruby Pantoliano	X			

2. Curriculum

R2.1

RESOLUTION

INTRODUCED BY: Mr. Giele

SECONDED BY: Mrs. Hanley

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

R2.2

RESOLUTION

INTRODUCED BY: Mr. Giele

SECONDED BY: Mrs. Hanley

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, the Technology Curriculum

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

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

3. Finance

R3.1

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

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 \$1,839,107.91.

R3.2

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

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

R3.3

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

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 June 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.

R3.4

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

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.

H. Blecher	9/28/2016	Data Driven Instruction	No. Bergen	None		\$0.00
H. Blecher	8/27, 10/21,	NJ Administrator's	Trenton	Self-pay	Rd. trip \$16.10 X 7	\$112.70
	11/21, 2016 1/10,	Residency Program				
	2/24, 3/21/2017					
M. Rodriguez	11/8/2016	AP Spanish & Culture	NYC	\$190.00	Public transpo \$12.50	
					Meals \$10	\$212.50
G.Yeo	9/26/2016	Lead in Schools	New Brunswick	\$0.00	Rd. trip 70 mi X \$.31	\$21.70
R. Sinisi	9/26/2016	Lead in Schools	New Brunswick	\$0.00		
G.Yeo	10/18/2016	National Safe Schools	Matawan	\$0.00	75 mi. rd. trip X \$.31	\$23.25
M.Makarski	10/18/2016	National Safe Schools				\$23.25
A. Perez	10/18/2016	National Safe Schools				
J. Gerbasio	10/18/2016	National Safe Schools				
R. Napoleon (SRO)	10/18/2016	National Safe Schools				
A.Perez	10/25-10/26/2016	Annual Workshop	Atlantic City	\$0.00	224 mi. rd. trip X .31	\$69.44

R3.5

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

BE IT RESOLVED that the Secaucus Board of Education hereby authorizes the Business Administrator to execute a contract for school year 2016-2017 with Spectrum Works located at 565 Windsor Drive, Secaucus, NJ to provide job training to high school students with autism at a cost of \$32/hr./student.

R3.6

RESOLUTION

INTRODUCED BY: Mr. Bartletta

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Business Administrator to execute the contract with Preferred Home Health Care & Nursing Services located at 45 Main Street, Eatontown, NJ 07724 for student id # 15278 requiring one-on-one nurse at a rate of \$43/hr. four (4) hours/day.

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

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

4. Safety, Security Buildings & Grounds – No Report

5. Technology – No Report

6. Policy

R6.1

RESOLUTION

INTRODUCED BY: Ms. Cali

SECONDED BY: Mrs. Hanley

BE IT RESOLVED, that the Secaucus Board of Education hereby approves the second reading of the following policies:

- 7481 Unmanned Air Craft Systems (Drones)
- 4159 Support Staff Member/School District Reporting Responsibilities
- 5460 High School Graduation
- 1523 Comprehensive Equity Plan
- 1530 Equal Employment Opportunities
- 1550 Affirmative Action Programs Employment and Contract Practices
- 5350 Student Suicide Prevention
- 3231 Outside Employment as Athletic Coach
- 8441 Care of Insured and Ill Persons
- 3141 Resignation
- 3111 Creating Positions
- 3216 Dress and Grooming –Teaching/Staff Members
- 5511 Dress and Grooming – Students

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

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

7. Athletic Liaison

Mr. Bartletta reported that fall sports are in full swing and will provide more in depth report as the season progresses. He also announced that our girls soccer team won having played at the Red Bull stadium on September 10th, and will be invited to return to defend the win.

8. Shared Services – No report

9. New Business - None

Public General Comments

Mr. Tom Troyer wanted a more in depth explanation of how Mr. Scheiner (Buildings & Grounds Supervisor) saved the district \$700,000. Mr. Fogarty responded that this has already been explained and that no further explanation is need. Mr. Troyer also wanted a step by step explanation of how a change order is approved. Mr. Gerbasio explained that our Construction Manager (Legacy Construction) meets with the Buildings & Grounds Committee on a monthly basis. The Committee reviews all requests and approves those change orders which are deemed proper for the project. Once approved by the Committee the change orders are presented to the full board and approved at a public meeting.

Mr. Don Evanson wanted to remind everyone of the Veteran's Program which will be held on November 19th at the PAC and tickets are \$20. After expenses, any proceeds would be donated to veteran organizations within the town.

Mrs. Sharon Conti inquired as to if there is any consideration as to making classroom aids as employees of SBOE. Mr. Gerbasio responded that in fact there is a scheduled meeting with Maschio's attorney and ourselves next week. Hopefully, this will be on the agenda and we will respond to them.

Board Member Comments

All of the Board Members expressed their deep appreciation to the custodians who gave 110% this summer, the staff and faculty for all of their patience, understanding and cooperation. They welcomed everyone back and are looking forward to another successful school year.

Mr. Barletta, wished his father-in-law Vincent Gulino congratulations on his retirement.

Mr. McStowe knows that with combining the forces of both elementary schools, we will be #1 in the nation for St. Jude's fundraising. He also expressed that the girls' soccer team had a great experience playing in Red Bull arena.

Mr. McStowe, wanted to clarify the position of the Buildings & Grounds Supervisor's role as far as the project is concerned, in that he did not make decisions, did not oversee the project; that is the role of the Construction Manager.

Mr. Gerbasio thanked everyone for coming and indicated that once the gyms are completed, we will have an additional Open House at the complex.

Motion by Mr. McStowe, seconded by Ms. Cali, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:05PM

Respectfully submitted,

Grace Yeo,
Board Secretary