

**SECAUCUS BOARD OF EDUCATION
REGULAR BOARD MEETING MINUTES
DATED: APRIL 13, 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, Ms. O'Connell, and Ms. Pantoliano

LATE ARRIVALS: Mr. Bartletta

ABSENT: Mrs. Hanley

President McStowe declared a quorum present

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

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. Cali, seconded by Ms. O'Connell, and unanimously adopted by Board Members present to adjourn Executive Session and resume Regular Meeting at 7:03PM.

Motion by Mrs. Pantoliano, seconded by, Ms. O'Connell and unanimously adopted by board members present to accept and approve the Special Board Meeting of March 16, 2017 and Regular Board meeting minutes of March 23, 2017.

Showcase:

The following were honored

- Laila Lemise for her poem about teacher Nicole Hernandez
- The Consumer Club Advisor, Alexis Chisari and members for obtaining first place in Hudson County and second place in the Northern Region finals. The members are: Kaitlyn O'Connell, Zishan Patel, David Perez, Nadar Alkhabbaz and Kendryck Ceballo

At this time, the Administrators (Messrs: Knops, Berckes, Valente and Viggiani) presented a gift to Ms. Grace Yeo. At the meeting tonight Ms. Yeo will be granted tenure as the Business Administrator/Board Secretary of the district. Each of the Administrators commented on Ms. Yeo's dedication, excellent work ethics, and for always putting the students of the district first. Ms. Yeo, completely surprised by the gesture was overcome with gratitude and thanks to the Board and the Administrators for their support saying "it was good to be back home".

Organization Reports:

The Building Principals provided an overview of the various activities and events taking place in each of their buildings as well as upcoming events.

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 March to April 12, 2017.

Motion by Mrs. Pantoliano, seconded by Mr. Lewis, and unanimously adopted by Board Members present to accept the foregoing HIB findings; which are available at the Administrative Offices for review.

Business Administrator/Board Secretary Report:

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

Motion by Mrs. Pantoliano, seconded by Ms. O'Connell, and unanimously adopted by Board Members present to approve the rescheduling of the June 22, 2017 board meeting to June 15, 2017 due to High School Graduation.

Public Agenda Comments:

Committee Reports and New Business

1. Governance Committee

R1.1

RESOLUTION

INTRODUCED BY: Joan Cali

SECONDED BY: Kathy O'Connell

BE IT RESOLVED, that the Secaucus Board of Education hereby appoint the following individuals, as recommended by the Interim Superintendent:

Dr. James Yost LTR School Counselor High School (C. Wiswesser)

Compensation: \$63,049*

Stipend for Doctoral: \$1000

Account #11-000-218-104-000-14

UPC # 218.HS.GUID.HS.02

Effective Date: 05/08/2017

**prorated for employment period*

R1.2

RESOLUTION

INTRODUCED BY: Joan Cali

SECONDED BY: Kathy O'Connell

BE IT RESOLVED, that the Secaucus Board of Education hereby appoint the following individuals, as recommended by the Interim Superintendent:

Gwyneth Jensen Art Teacher Long Term Replacement (High School)
Compensation: \$58,184
Account #: 11-140-100-101-000-14
UPC#: 100.HS.ART.HS.01LTR
Effective Date: 4/24/17
**prorated for employment period*

R1.3

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

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
Talia Carney	Substitute Teaching Certificate	\$85.00/ per day
Dr. James S. Yost	CE Elementary School Teacher, CE Teacher of Technical Occupations: Telecommunications Technology & Standard School Counselor	\$90.00/per day

R1.4

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

WHEREAS, the Secaucus Park Board of Education (the "Board") shortened the period for acquisition of tenure for the position of Business Administrator/Board Secretary to less than the maximum statutory period on or about April 13, 2017; and

WHEREAS, the grant of early tenure to the position of Business Administrator/Board Secretary is effective until a further action of the Board rescinds it; and

WHEREAS, the Board has determined that its prior action to shorten the period for acquisition of tenure for the position of Business Administrator/Board Secretary should be rescinded.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby rescinds its early tenure policy for the position of Business Administrator/Board Secretary and hereby fixes the tenure qualifying period for the position of Business Administrator employed after the date of this Resolution to be the maximum statutory periods set forth in N.J.S.A. 18A:17-2.

R1.5

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

WHEREAS, Grace Yeo is employed by the Secaucus Board of Education (hereinafter referred to as the “Board”) as a Business Administrator/Board Secretary for the Secaucus School District (hereinafter referred to as the “District”) having been appointed on or about April 1, 2016; and

WHEREAS, Ms. Yeo has been continuously employed by the Board since her date of appointment and received a renewal contract for the 2016-2017 school year; and

WHEREAS, Ms. Yeo was previously employed by the Board as Staff Accountant from January 2005 to June 2011; Staff Accountant and Assistant Board Secretary from July 2011 to June 2012; Assistant Business Administrator and Assistant Board Secretary from July 2012 to February 2013; and Acting Business Administrator and Board Secretary from March 2013 to February 2014; and

WHEREAS, Ms. Yeo has performed the duties associated with the position of Business Administrator/Board Secretary in a highly effective manner for more than twelve (12) months in this position and for twelve (12) months as the Acting Business Administrator; and

WHEREAS, N.J.S.A. 18A:17-2(b) authorizes local boards of education to grant Business Administrators/Board Secretaries who have been employed to its satisfaction for less than three (3) consecutive calendar years early tenure; and

WHEREAS, Ms. Yeo has served a sufficient probationary period for the Board to determine that she should be granted tenure in the position of Business Administrator/Board Secretary upon the completion of twelve (12) months and twelve (12) days of highly effective service in this position.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby shortens the time period in which persons who hold the position of Business Administrator/Board Secretary shall acquire tenure, until otherwise rescinded by a future board of education, to one (1) year and twelve (12) days; and

BE IT FURTHER RESOLVED that as a result of the foregoing action, Ms. Yeo shall acquire tenure as Business Administrator/Board Secretary in the District on the date of this Resolution.

R1.6

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

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
Sean Sonnet	Middle School Concert Band	\$2575
Sean Sonnet	Middle School Rock Band	\$1875

R1.7

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

BE IT RESOLVED that the Secaucus Board of Education hereby approves to amend motion 1.4 from the April 28, 2016 Board of Education Meeting to extend the 2016-2017 school year by 2 days due to inclement weather. The last day of school will be June 22, 2017.

R1.8

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

BE IT RESOLVED that the Secaucus Board of Education hereby approves to adopt the 2017-2018 School Calendar.

R1.9

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Kathy O’Connell**

WHEREAS, BE IT RESOLVED employee Hope Blecher tendered her resignation on April 12, 2017 and indicated her intent for same to be effective as of June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED that said employee's resignation effective June 30, 2017, is hereby approved and accepted.

BE IT FURTHER RESOLVED that said employee shall not report to work, effective immediately, for the duration of the notice period through June 30, 2017.

M1.1 Motion to accept with regret the retirement of the following individuals effective July 1, 2017:
Michele Amato, Huber Street Custodian
Arcangela Amato, High School Custodian

M1.2 Motion to accept with regret the resignation of the following individual
Chelsea Cullen, Middle School Resource Teacher

M1.3 Motion to post for the following positions:

- 2 - Full Time Custodian
- Director of Curriculum and Instruction
- Summer Math Program:
 - 2 - High School teachers at 16 sessions each 48hrs \$40
 - 1 Middle School teacher 12 sessions 36 hrs. \$40
- Summer Report Card Committee – 6 elementary teachers, not to exceed \$1,600 per teacher
- Summer Kindergarten Screening – 4 teachers not to exceed \$1,000 per teacher

2.Policy

R2.1

RESOLUTION

INTRODUCED BY: **Joan Cali**

SECONDED BY: **Joseph Lewis**

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

2460	Special Education
2464	Gifted and Talented Students
2467	Surrogate Parents and Foster Parents
2622	Student Assessment
3160	Physical Examination (Teachers)
4160	Physical Examination (Support Staff)
5116	Education of Homeless Children
5460	High School Graduation
7446	School Security Program
8350	Records Retention

3.Shared Services – No Report

4.Legislation – No Report

The foregoing resolutions and motions 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			

5. Education Committee

R5.1

RESOLUTION

INTRODUCED BY: Kathy O'Connell

SECONDED BY: Ruby Pantoliano

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: Kathy O'Connell

SECONDED BY: Ruby Pantoliano

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, to adopt WIDA Screener as the districts ESL Screening Tool

R5.3

RESOLUTION

INTRODUCED BY: Kathy O'Connell

SECONDED BY: Ruby Pantoliano

BE IT RESOLVED: that the Secaucus Board of Education hereby approves, to donate Twitter for Educator books to Matawan School District

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 – No Report

7. Technology- No Report

8. Operations Committee

R8.1

RESOLUTION

INTRODUCED BY: Joseph Lewis

SECONDED BY: Lance Bartletta

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 \$2,795,355.94.

R8.2

RESOLUTION

INTRODUCED BY: Joseph Lewis

SECONDED BY: Lance Bartletta

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

R8.3

RESOLUTION

INTRODUCED BY: Joseph Lewis

SECONDED BY: Lance Bartletta

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 February 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: Joseph Lewis

SECONDED BY: Lance Bartletta

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
A.Jones	5/10/2017	NJ Council for Social Studies	Rutgers	\$0.00	37.6 X .31 =.31	\$11.66
D.Depice						
M.Cofini	4/27/2017	OSHA & Green Training	Monroe	\$0.00	81 mi X .31= \$25.11 tolls=7.25	\$32.36
M.DalPozzo	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36
R.Sinisi	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36

E.Sinisi	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36
A.Moniello	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36
B.Bilbao	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36
E.Castelli	4/27/2017	OSHA & Green Training			81 mi X .31= \$25.11 tolls=7.25	\$32.36

R8.5

RESOLUTION

INTRODUCED BY: Joseph Lewis

SECONDED BY: Lance Bartletta

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Business Administrator to execute the Photography Agreement with Lifetouch Prestige Portraits for senior class portraits for school year 2017-2018

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: Sharon Dellafave

SECONDED BY: Kathy O'Connell

BE IT RESOLVED, that the Secaucus Board of Education hereby authorizes the Board President and Board Secretary to execute the agreement between the Secaucus Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of special education students to specific destinations for the terms and conditions listed in the agreement.

R9.2

RESOLUTION

INTRODUCED BY: Sharon Dellafave

SECONDED BY: Kathy O'Connell

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>
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88	A. Cost for interior signage	\$ 36,104.00
	B. Reduce Allowance for signage	- 30,000.00
	C. Reduce Allowance for Dedication Plaque	- <u>2,500.00</u>
	Net	3,604.00
89	Furnish & Install Fire Shutter –HS Entrance	20,697.42
90	Cost to grind loose materials @MS Entrance for Installation of new VCT	4,292.67
91	Replacement material for Corian windowsills in the Greenhouse	2,695.42
92	DX & repair to existing PA rack on 3 different dates	8,427.86
93	Unbilled contractor’s markups from order #00080	<u>3,126.67</u>
	Total:	\$42,844.04

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 - None

Board Member Comments

The Board Members commended all those who were showcased at tonight’s meeting and extended their congratulations.

All Board Members expressed their gratitude and appreciation to Ms. Grace Yeo, on her attaining tenure and for the dedicated individual she is, more importantly how lucky we all are that she is “back home”. In addition, the Board wished Fran Bialkowski a very happy birthday.

The Board Members were all very proud of the production of Shrek this year. The district has many talented children, and thanked Malessa Lamatina for her dedication and hard work in bringing the production to the school.

Finally, the Board wished everyone a Happy Easter, Passover and a great Spring.

Motion by Mr. Lewis, seconded by Ms. O’Connell, and unanimously adopted by Board Members present to adjourn the regular meeting at 7:55PM

Respectfully submitted,

Grace Yeo,
Board Secretary