

**SECAUCUS BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
DATED: July 19, 2012**

- A. Call to Order – Mr. Jack McStowe, President, at 4:00 PM**
- B. Open Public Meeting Act Statement**
- C. Flag Salute**
- D. Roll Call**
- E. Executive Session**
- F. Regular Meeting 7:00PM**
- G. Roll Call**
- H. Approval of Meeting Minutes**
- I. Organization Reports.....SGO**
- J. Correspondence**
- K. Superintendent’s Report:  
Recommended action on resolutions and motions to be presented under Committee Reports.**
- L. Report of the Secretary of the Board:  
Recommended action on resolutions and motions to be presented under Committee Report**
- M. Public Forum regarding Agenda Items**  
*The meeting is open to the public for the purpose of addressing resolutions on this agenda only. Residents are requested to sign the register provided for this purpose and to state their names, addresses and subject matter. Comments are limited to five minutes per person. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. In accordance with District Policy #1100, the Board of Education will not comment or respond to any matters mentioned unless we are assured and can confirm with the Superintendent that they have been brought to the attention of the appropriate person(s) in the school system in an attempt to resolve the issue.*

**1. School Government:**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions R1.1 through R1.24, as described below:  
Recommended Board Action for the following:**

**R1.1 Approval to** re-appoint prior Substitutes for the 2012-2013 School year per attached list.

**R1.2 Approval to** appoint new Substitute Teachers for the 2012-2013 school year.

- a. Tabled from May Meeting:
  - i. *Kendra Kane* General Substitute Certificate
  - ii. *Joanna Joaquin* English Substitute
  - iii. *Rachel Ladutke-* PRE-K THROUGH 3
  - iv. *Christine Gale* ELEMENTARY SCHOOL TEACHER & ESL
- b. Tabled from April Meeting
  - i. *Amanda Gonzalez-* K-5
  - ii. *Matthew M. Haines* CEAS-English
  - iii. *Laura Hoyos* Substitute Certificate
  - iv. *James McNeil* Social Studies
  - v. *Reuben J. Man* Substitute Certificate
  - vi. *Freddie Mercado-* Substitute Certificate
  - vii. *Stephen A. Mastro* CEAS-K-5
  - viii. *Jaishka Mejia* Substitute Certificate
  - ix. *Christie Silva* Substitute Certificate
  - x. *Amanda Tobia* Specializing SS 5-8, Elementary School Teacher

**R1.3 Approval to** post

- a. (24) K-12 Teachers for Portfolio Assessment Development on July 18 and August 8 for 3 hrs per day, Elementary, MS, & HS at \$35 per. hour.
- b. (2) MS/HS Special Education Teachers for 7th grade special education orientation (August date TBD), four hours each at \$35/hr
- c. (1) Long term leave replacement for Kindergarten Teacher, BA Step 1, \$56,784, effective September 1, 2012, replacing *Cara Lenas* (Maternity Leave)
- d. (1) Long term leave replacement for MS/HS Physical Education/Health teacher, BA Step 1 \$56,784, effective September 1, 2012, replacing *Tiffany Meyer* (Maternity Leave)
- e. (1) Physical Education teacher for Huber Street School vacancy effective September 1, 2012

**R1.4 Approval to** increase Part-Time IT Technician position (\$31,000 PT with stipends) to Full-Time IT Technician at \$40,000 with benefits per proposed Job Description item #13c.

**R1.5 Approval to** appoint Summer Youth Custodial help. (\* denotes prior experience with S.B.O.E.)

<i>Christian Barzola</i>	<i>John Lynch</i>	<i>Michael Panepinto*</i>
<i>Christopher Burns*</i>	<i>Dennis McCaffery</i>	<i>Lorenz Ramirez*</i>
<i>Michael Burns*</i>	<i>Elijah McCoy</i>	<i>Evan A. Rodriquez</i>
<i>Jose' Colindre*s</i>	<i>Ryan McStowe</i>	<i>Joseph Santaniello*</i>
<i>Edgar Fernandes</i>	<i>Ashay Mehta</i>	<i>Anthony Simone*</i>
<i>Raymond Flaig</i>	<i>Ralph Mundo</i>	<i>Timmy Spiegel</i>
<i>Joseph Galeon*</i>	<i>Daniel Murphy*</i>	<i>Indra Sutrisno*</i>
<i>Joyce Guilliani</i>	<i>Justin Murphy*</i>	<i>Karansinh Vansia</i>
<i>Aloysiusguile Maniwang*</i>	<i>Rick Murphy*</i>	
<i>Kyle Lillis</i>	<i>Noah Mustafa*</i>	

**R1.6 Approval to** Transfer *Tiffany Meyer* (Maternity Leave) from Huber School PE to HS PE effective September 1, 2012.

**R1.7 Approval to** appoint the following staff members:

- a. *Alexis Chisari*: Secaucus High School Business Teacher at BA Step 1, \$56,784, effective September 1, 2012, replacing *Felice Wilson* (\$109,554).
- b. *Thiago Leite*: Secaucus High School English Teacher MA Step 1, \$60,479, effective September 1, 2012, replacing *Donna Carlson* (\$110,999)

- c. *\*\*Dawn Leon*: Huber Street School 1st Grade Teacher, BA Step 2 \$56,984, effective September 1, 2012,
- d. *Carol Cocucci*: Basic Skills Teacher, Huber Street School BA Step 1, \$56,784, effective September 1, 2012,
- e. *Jennine Peduto*: Clarendon School 6th Grade, BA Step 2, \$56,984, effective September 1, 2012 replacing *Kelly Waters*
- f. *Meghan Maddalene*: 3/5 MS English, BA Step 1, \$34,070 (\$56784 prorated to 3/5), effective September 1, 2012 New Position, no benefits.

**R1.8 Approval to** appoint the following long term leave replacements as follows:

- a. *Lacy Rozansky*: Clarendon School 1st Grade Substitute Teacher, BA Step 1, \$56,784, effective September 1, 2012 to December 31, 2012, replacing *L. Valente* (Maternity Leave)
- b. *Stephanie Forgacz*: Clarendon School 1st Grade Substitute Teacher, BA Step 2 \$56,984, effective September 1, 2012, to November 30, 2012 replacing *E. Viggiani* (Maternity Leave )
- c. *Theresa Mongiello*: Clarendon School Basic Skills Teacher, BA+30 Step 1, \$59,154, effective September 1, 2012.
- d. *Mark Gibson*: 5th Grade Teacher BA+15 \$57,934, Huber Street School, effective September 1, 2012 to June 30, 2013, *Michele Maxwell* (Family leave).

**R1.9 Approval to** appoint Interim and/or Consultant Services to cover vacancies:

- a. *Pat Brown-Kneisel* as Interim Human Resources Consultant, compensation at \$50/per hour not to exceed 30 hours per week, effective July 1, 2012 to August 31, 2012.
- b. *Mary Ann Cavallo* - Speech and Language Consultant Therapist for Clarendon School, September 2012-June 2013, 3 days per week at \$75/hr, maximum 21 hours per week, to provide Child Rearing leave coverage for *Beth Schudroff*.

**R1.10 Approval to** appoint the following staff members for Summer Professional Development

- a. Summer curriculum work as approved April 26, 2012 R2.4 for 20 hours per teacher
  - i. MS Study Skills Language Arts – *Neal Czechowski*
  - ii. MS Study Skills Language Arts, Special Ed. – *Tammy Hennessy*
  - iii. MS Study Skills Math – *Toni Ann Palmisano*
  - iv. MS Study Skills Math, Special Ed. – *Fury Baker*
  - v. MS Grade 7 Writing Methods – *Allison Cunniff*
  - vi. MS Grade 8 Writing Research – *Allison Cunniff*
  - vii. MS Bully Busters – *Fatma Mohamed*
  - viii. MS Media/Film – *Debra Gerbasio*
- b. MS/HS Summer curriculum writing as approved May 9, 2012 R1.2 at 20 hours per teacher
  - i. 3 World Language Common Core – *Martha Rodriguez, Michele Rodrigues, Yanette Beltran*
  - ii. 1 Art Common Core Teacher – *Janice Bartoszek*
  - iii. 1 Family and Consumer Science Common Core Curriculum, *Sharon Vitiello-*
  - iv. 1 Business Common Core. *Cherryl Bott-Melfa*
  - v. 4 Social Studies Common Core, *Allison Urbanovich, Keith Schneider, Amanda Jones, Sean Collison*
  - vi. 4 Math Common Core – *Anna Marie Picariello (30 hours), Sharon Cutola (30 hours) M. Gulistan (20 hours)*
  - vii. 4 Science Common Core– *Cathleen Ferguson, Danielle Roberto, Denise McKenna, Luis Martinez-*
  - viii. 4 Language Arts Common Core – *Amanda DeAngelo, Sandy Vitulano , BJ Bruning, Thiago Leite*

- ix. 1 Etymological Roots (new Course) *Thiago Leite*
- x. 1 Facing History and Ourselves (new Course) *Keith Schneider*
- c. MS/HS Benchmark/Portfolio Assessment writing as approved June 14, 2012 effective June 25-June 28 at 20 hours per teacher
  - i. Social Studies Curriculum & Benchmarks –*Keith Schneider, Mike Gehm*
  - ii. World Languages Benchmarks- *Lidia Ortelio Lago, Michele Malcom*
  - iii. Family and Consumer Sciences, *Sharon Vitiello, Kathy Kuchar*
  - iv. 2Business Teachers, *Cherryl Bott-Melfa, Richard Eisenberg*
  - v. 2 English Teachers, *BJ Bruning, Thiago Leite*
  - vi. 1 Art Teacher – *Janice Bartoszek*
  - vii. 2 Math Teachers, *AnnaMarie Picariello, Sharon Cutola*
  - viii. 2 Science Teachers, *Denise McKenna, Luis Martinez*
  - ix. 1 Tomorrow’s Teacher new course- *Kathy Kuchar*
  - x. Elementary Summer Music School, compensation from registration fees, June 25 through July 30, 8:30-2:30 Mon-Thurs, at \$35/hr: *Sean Sonnett, Clarendon and Oscar Gongora, Huber*

**R1.11 Approval to** appoint Staff for Summer district work

- a. Summer MS/HS Music School, compensation from registration fees, June 25 through July 30, for a total of 64 hours Mon-Thurs, at \$35/hr (June 14, R1.9) *Robert Fournier*
- b. Kindergarten Screening, July and August as needed, \$35/hour: *Susan Montone, Connie Boruch, Patrice Phemsint, Faith Ann Rennie*
- c. Elementary Math Curriculum Writing for Common Core Standards Grades 3-6, June 25-28, 20 hours at \$35/hr. for 20 hours per person: *Allan Bonin, Sean Powers, Kerri Stamm, Mayling Cardenas*
- d. Elementary Science Teachers to write curriculum June 25-28, 20 hours at \$35/hr, *Kim Woeckner, Jeanette Rodriquez*
- e. ELINC Coordinator for 2012-2013 School year with no compensation. *Allan Bonin*
- f. Special Education Extended School Year Teacher, \$35/hr, July 2-July 31 at four each school day to provide substitute teacher coverage and Resource Room instruction as per IEP mandates. *Mayda Cadena-*
- g. Summer curriculum development/teacher training for HS M.D. program. June 25 to August 10, 5 hours each at \$35/hr. *Roseanne Spiekerman, Steve Kneisel, Lori Garafalo, Karen Marchione*
- h. iPad / School Fusion Website Training for MS Staff: Dates – August 21, 23, 28, OR 30, 2 hours at \$35 per hour.

**R1.12 Approval to** appoint per diem school bus drivers effective July 1, 2012 without salary for behind the wheel training for scheduled road tests, and once licenses are secured payment per scale approved June 14, #R1.5

- a. Richard Korycinski
- b. Glenn Meicke

**R1.13 Approval** of new Job Descriptions per attached:

- a. Assistant School Business Administrator/Assistant Board Secretary.
- b. Elementary Department Chairperson, Grades Pre-K to 6
- c. IT Technician

**R1.14 Approval** of Coaching and Extracurricular positions

- a. Nicole Degenhardt – Assistant Volleyball Coach, \$3,590
- b. Cheryl Bott-Melfa- MS Volleyball Coach, \$2,700
- c. Alexis Chisari – Assistant Girls Soccer Coach, \$3,590
- d. Casey Scheiner – Assistant Boys Soccer Coach, \$3,590
- e. Chris Inis-MS Girls Basketball Coach, \$2,700

**R1.15 Approval of Volunteer Coaching and Extracurricular positions: no compensation.**

- a. Ed Roesing - Volunter Football Coach
- b. Melissa DeFino- Volunteer Cross Country Coach
- c. Melissa DeFino- Volunteer Outdoor T&F Coach

**R1.16 Approval for Staff changes and additions to Camp Wapalanne, May 18, 2012 with stipends to a maximum of amount shown and subject to work and time sheet approval as follows**

- a. Steve Viggiani, Chaperone \$450 +\$300 longevity = \$750
- b. Yolanda Harrsch, Chaperone: \$450 +\$300 longevity = \$750
- c. Allyssa Grosso, substitute for Eilish Viggiani Chaperone: \$450
- d. Tom Curry, substitute for Alexis Leppin: Chaperone: \$450

**R1.17 Approval to amend June 2011 Resolution R1.7, start date for the appointment of AnnMarie Grecco as Administrative Assistant to the Superintendent of Schools from start date July 1, 2012 to start date June 17, 2012. Salary retroactive.**

**R1.18 Approval to reconcile 2011-2012 school year stipend advisory positions, both to appoint and approve for payment for work performed as follows.**

- a. Lucile Wright: Huber Computer Tech Coordinator \$2,100 + \$300 longevity=\$2,400
- b. Lucille Wright: Huber Website Manager: \$1,600 + \$300 longevity = \$1,900
- c. Alex Kuchar: Clarendon Website Manager: \$1,600+\$300 longevity=\$1,900
- d. Alex Kuchar: Clarendon Computer Tech Coordinator \$2,100 + \$300 longevity=\$2,400
- e. Michael Gehm: HS Website Manager: \$1,600+ \$1000 longevity=\$2,600.
- f. Claire Costello: Wee Deliver: \$1,150 + \$300 longevity = \$1,450

**R1.19 Approval to reconcile 2012-2013 stipend/advisory positions resolution R1.10 as passed June 14, 2012 to reflect contractual language and amounts as follows:**

<b>Position</b>	<b>Name</b>	<b>From</b>	<b>To</b>
Website Manager-District	Adam Estruch	\$2,400	Rescind per R1.13
Elementary Drama Club	Maleesa Lamatina	\$1,200	\$2,900
HS Newspaper Advisor	TBD	\$2,850	\$2,000
Weight Room Supervisors	C.Voorhees, M. Vitulano, J. Barnaba, R. Acerra, J. Acerra, E. Licamara, K. Schneider, A. Urbanovich, C. Bott-Melfa, C. Cueto, S.Riccardi, J. Sterline	\$35/hour	\$15/hour

**R1.20 Approval to appoint Staff to extra-curricular non-coaching positions for the 2012 - 2013 school year as follows:**

<b>Position</b>	<b>Name</b>	<b>Amount</b>
ANIME Club (non-contractual)	J. Preis	N/A
Challenge Club (per session)	S. Williams	\$800
Creative Dance Club	Maleesa Lamatina	\$1,200
High School Concert Band	R. Fournier	\$1,825
High School Photography Club	J. Bartoseck	\$500
HS Spring Musical: Music/Conductor	I. Greenbaum	\$2,200

HS Spring Musical Asst. Dir	M. Lamatina	\$1,500
HS Spring Musical Choreographer	J. Jaron	\$2,200
HS Spring Musical Director	A. Herron.	\$2,900
Junior State of America	M. Gehm	\$2,000
Literary Explorers Club	D. DePice.	\$950
Literary Magazine Metamorphosis	B.J. Bruning	\$1,775
American Tech Hon Soc	P Zavorotnaya	\$1,450

**R1.21 Approval to** continue to work toward completing filling extra-curricular positions for the 2012-2013 school year as follows:

Position	Name	Amount
National Technology Student Assoc.	T.B.A.	\$1,050
A.V. Coordinator	REMOVED N/A	\$2,500
Computer Technician	REMOVED N/A	\$2,100
Business Club	T.B.A.	\$1,400
Girls Circle After School	T.B.A.	\$1,600
H.O.P.E.	T.B.A.	\$1,000
High School Newspaper	T.B.A.	\$2,000
M.S. Mini Course	T.B.A.	\$410
Robotics	T.B.A.	\$3,200
Site Engineering	T.B.A.	\$1,325
Web Site Management	T.B.A.	\$1,600
Wee Deliver	T.B.A.	\$1,150

**R1.22 Approval to** appoint Rene Toledo: District IT Manager, 12 month position with benefits at \$92,500 effective September 24, 2012 or sooner if available, replacing Alvaro Vega (\$113,000)

**R1.23 Approval to** appoint *Robert Manderson*, Part Time Temporary Custodian, July 1 – 15, 2012 at the 2012-2013 hourly rate.

**R1.24 Approval of** contract for Grace Yeo, Assistant School Business Administrator, effective July 1, 2012 to June 30, 2013 as attached.

**2. Curriculum:**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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

- Cheerleading Camp August 20-23, Transportation only

**R2.2 Approval of** 2012-2013 High School Student Handbook

**R2.3 Approval of** 2012-2013 Middle School Student Handbook

**R2.4 Approval of** Text Book for the Tomorrows Teachers Course

“Teaching” by Sharleen L. Kato, publisher – The Goodheart-Willcox Company, Inc, Tinley Park, IL

**R2.5 Approval to** Renew Teen Screen Assessment

**3. Finance**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions R3.1 through R3.9, as described below**

**Recommended Board Action for the following:**

**R3.1 Approval of Bills List**

**R3.2 Approval of Budgetary Transfer Reports**

**R3.3 Approval of Financial Reports**

**R3.4 Approval of Out of District Travel**

**R3.5 Approval of Out of District Tuition**

**R3.6 Approval to Appoint Auditor**

WHEREAS, the Secaucus Board of Education (hereinafter referred to as the "Board") desires to secure the professional services of an Independent Auditor to complete the annual audit reports for the 2011-2012 school year for the Secaucus School District (hereinafter referred to as the "District"); and

WHEREAS, the Board requested proposals from independent auditing firms to complete the annual audit reports for the 2011-2012 school year; and

WHEREAS, the Board has concluded that the proposal submitted by Samuel Klein and Company (hereinafter referred to as the "Auditor") is the most advantageous, price and other factors considered.

NOW, THEREFORE, BE IT RESOLVED that the Board accepts the proposal submitted by Samuel Klein and Company hereby awards a contract to the Auditor to serve as the District's Independent Auditor to complete the annual audit reports for the 2011-2012 school year in the amount of \$30,000, in accordance with the proposal submitted by the Auditor, which is attached hereto and made a part of this Resolution.

BE IT FURTHER RESOLVED that the Board President and Business Administrator/Board Secretary are authorized to execute any and all documents necessary to effectuate the terms of the Contract.

**R3.7 Approval to Award Football Field Lighting Replacement Bid**

WHEREAS, the Secaucus Board of Education (hereinafter referred to as the "Board") advertised for bids for the Football Field Lighting Replacement at Secaucus Middle/High School (hereinafter referred to as the "Project"); and

WHEREAS, on July 11, 2012, the Board received five (5) bids for the Project; and

WHEREAS, the lowest responsible bid was submitted by Facility Solutions Group, Inc. (hereinafter referred to as, "Facility Solutions") in the amount of \$187,600; and

WHEREAS, the bid submitted by Facility Solutions is responsive in all material respects and it is the Board's desire to award the contract for the Project to Facility Solutions;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the contract for the Football Field Lighting Replacement at Secaucus Middle/High School to Facility Solutions Group, Inc. in a total contract amount of \$187,600.

2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are

hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

**R3.8 Approval to** reject all bids for IP Security Camera/Door Access Bid

**R3.9 Approval to** auction Buses #21 online via GovDeals. Both buses are 1999 16-passenger buses with high mileage and no air conditioning.

**4. Safety/Security/Buildings & Grounds**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion R4.1 through R4.2  
Recommended Board Action for the following:**

**R4.1 Approval to** renew agreement with the Hudson County Schools of Technology to provide transportation services for the South Hudson Route for the 2012/2013 school year at the board meeting scheduled for July 19, 2012.

We will be transporting Secaucus residents to the following private schools in Jersey City:

Hudson Catholic Regional High School  
Saint Dominic Academy  
Saint Peter's Preparatory High School.

**R4.2 Approval of** Regular Education Out-of District Routes - transportation of Secaucus High School students to out-of-district institutions of higher learning for the purpose of earning college credits during the 2012/2013 school year.

**5. Technology Committee**

**6. Policy Committee**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions R6.1 and R6.2  
Recommended Board Action for the following:**

**R6.1 Approval of** the 2<sup>nd</sup> reading for the Secaucus MS/HS Student Dress Code Policy

**R6.2 Approval of** the 1st reading for the following policies:

1. 0151 - Organization Meeting
2. 0153 - Annual Appointments
3. 0167 - Public Participation in Board Meetings
4. 2361 - Acceptable Use of Computer Networks/Computers and Resources - Policy (M) & Regulation
5. 2363 - Pupil Use of Privately-Owned Technology - Policy (NEW)
6. 2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) - Policy & Regulation
7. 2622 - Pupil Assessment (M) - Policy
8. 3282 - Use of Social Networking Sites - Policy (NEW)
9. 4282 - Use of Social Networking Sites - Policy (NEW)
10. 6470 - Payment of Claims - Policy (M) & Regulation

**7. Athletic Committee**

**8. Shared Services Report**



9. **Legislative Report**

10. **New Business**

11. **Public Forum – General Comments:**

*This portion of the meeting is open to public for the purpose of addressing any subject matter pertinent to and/or directly related to the operation of the Secaucus Public School District. Residents are requested to sign the register provided for this purpose and to state their names, addresses and subject matter. Comments are limited to five minutes per person. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.*

12. **Board Member Comments**

13. **Adjournment:**