

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: August 30, 2012**

President McStowe called the meeting to order at 7:20 PM and roll call taken as follows:

PRESENT: Messrs., Anderson, Lewis, Manente, McStowe, Riebesell, Mrs. D'Addetta, Mrs. Weiner and Mrs. Snedeker

ABSENT: Ms. Marra

President McStowe declared a quorum present.

Also present: Cynthia Randina, CSA
H. Ronald Smith, Interim SBA/BS
Vittorio LaPira

Vice President, Riebesell, 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 Riebesell, 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. Riebesell

SECONDED BY: Mrs. Snedeker

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 4:00 PM in order to discuss personnel.

Motion by Mrs. Weiner seconded by Mr. Anderson, and unanimously adopted by Board Members present to adjourn the Executive Session and resume the Regular Meeting at 7:20 PM

**H. Approval of Meeting Minutes – August 30 2012
Motion by Mr. Manente, seconded by Mrs. Weiner,**

<u>Board Member</u>	7-3-12 Special Meeting	7-19-12 Executive Session	7-19-12 Regular Meeting
Robert Anderson	X	X	X
Kelli D'Addetta	X	X	X
Joseph Lewis	X	X	X
Sal Manente	X	X	X
Dora Marra	Absent	Absent	Absent
Gary Riebesell	X	X	X
Lisa Snedeker	X	X	X
MaryAnn Weiner	X	X	X
Jack McStowe, President	X	X	X

Correspondence – none

S.G.O. Report - none

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Superintendent's Report

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

Mrs Radina discussed among other items:

- Summer Projects around the district
- District vacancies being filled
- Accolades in NJ Monthly from ranking of 102 to 90
- Thank you to Linda Diemer for all of her curriculum work over the summer
- Training of TurnKey Teachers by Dr. DeFina
- Enhancement of Naviance software in the Guidance department
- Middle School Teachers all have Ipads from budgeting by Mr. Daniello.
- Teachers will have a full day of Professional Development on 9/5 and half day training on 9/6.

Report by the Secretary of the Board

Business Administrator, Ron Smith thanked Mr. Sal Cioffi and his staff for the great work done getting the district ready for the school year and on the ongoing projects within the district.

Public Comments on Agenda Items

Ms. Joan Cali – questioned R1.4b MS/HS Social Studies teacher- there is a substitute in place to begin school year and interviews will take place soon after. R1.4d – Coordinators- change will be made.

1. School Government:

Motion by Mr. Riebesell, seconded by Mr. Manente, to accept the recommendation of the Superintendent to approve and adopt motions R1.1 through R1.16, as described below: Recommended Board Action for the following:

R1.1 Approval to appoint

- a. *Thiago Leite*: Secaucus High School English Teacher MA Step 1, \$60,479, effective September 1, 2012, replacing *Donna Carlson* (\$110,999)
- b. *Joan Cali*: Staff for Summer district work on Master Schedule: 20 hours at \$35/hour.
- c. *David Segro* Appointment of Maternity Leave Replacement Physical Education/Health, BA Step 1, \$56,784 for *Tiffany Meyer* (\$59,148), Secaucus HS/MS.
- d. *Rosita Nunez*: Spanish Teacher Huber/Clarendon, new position, MS Step 1, \$60,479
- e. *Helen Cofone*: Secaucus HS/MS Long Term Replacement BA Step 1, \$56,784, pro-rated from September 5, 2012 to December 31, 2012, for *Lidia Ortelio-Lago* (\$60,679)
- f. *Thomas Curry*: Appointment of Physical Education Huber Street School Physical Ed Teacher at BA Step 2 \$56,984, effective September 1, 2012.
- g. *Christine Calabrese*: HS Guidance Counselor, to teach one period of Psychology (3 out of 4 days) at a stipend of \$8,500
- h. *Therese Hilgar*, Long Term HS School Nurse Replacement, September 4 to September 30, 2012 for medical leave, *Kathleen Gerbasio*.
- i. *Allison Urbanovich*: SGO Advisor for the 2012-2013 school year, replacing *Ciro Spinella*, at \$2,615
- j. *Manal Abuhouran*: Clarendon School 1st Grade Substitute Teacher, mA Step 1, \$60,479, effective September 1, 2012 to December 31, 2012, replacing *L. Valente* (Maternity Leave, \$63,949)

R1.2 Approval to Transfer: *Lacy Rozansky*: From: Clarendon School 1st Grade Substitute Teacher, BA Step 1, \$56,784, effective September 1, 2012 to December 31, 2012, to Kindergarten Teacher, replacing *Cara Lenas*, (\$66,323), Maternity Leave, September 1, 2012 to June 30, 2013, BA Step 1,

R1.3 Approval of Custodial Transfers for the 2012-2013 school year, effective September 4, 2012 as shown below.

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Name	From Assignment	To Assignment
Rich Pasinsky	Clarendon School	Secaucus High School
Ed Sinisi	Secaucus High	Clarendon School

R1.4 Approval to Post:

- a. MS PASS Program Teacher Advisors: Two (2) per day on a rotational basis, 2:30 to 3:30, Monday through Friday for 165 days at \$35 per hour.
- b. MS/HS Social Studies Teacher, tenure track, October 15 (or sooner if possible) to June 30, 2013.
- c. Academic Coaches, 2 Huber Street (1 Math, 1 LAL), 2 Clarendon(1 Math, 1 LAL),
- d. HS/MS Coordinators: Teacher Academy, Career Academy, Media Academy, and S.A.I.L. at steps approved per SEA contract.
- e. ~~Speech Language Pathologist – Salary based on SEA guide and qualifications~~

R1.5 Approval to increase assignment: Sean Collison: 4/5 MS Social Studies BA Step 2 (\$45,587.20 no benefits) to 5/5 (\$56,984 with benefits) MS Social Studies.

R1.6 Approval for Board Office Confidential Administrative Assistant Salaries for 2012-2013 per chart below.

Name	2012-2013 Projected Salary
Bialkowski, Fran	\$ 65,951.00
Bittiger, Debbie	\$ 40,960.00
Garrett, Michelle	\$ 51,200.00
Losurdo, Eileen	\$ 52,007.00
Melendez, Veronica	\$ 41,102.00
Nicolich, Lea Ann	\$ 40,860.00

R1.7 Approval for Board Office Professional Staff Salaries for 2012-2013 per chart below.

Name	2012-2013 Projected Salary
Cioffi, Sal	\$ 92,160.00
Tobia, AJ	\$ 55,096.00
Yeo, Grace	\$ 94,500.00
Zapoluch, Debbie	\$ 68,146.00

R1.8 Approval for Boiler License stipend payment for LuAnn Pinto Of \$5,000, for the 2012-2013 school year, \$80 renewal fee upon proof of payment, and also retro-active payment for the 2011-2012 school year.

R1.9 Approval of contract for approved appointment for the 2012-2013 school year for Rene Toledo, IT Manager, \$92,500 pro-rated, September 4, 2012 through June 30, 2013.

R1.10 Approval of contract for approved appointment for the 2012-2013 school year for Grace Yeo, Assistant Business Administrator/Assistant Board Secretary \$94,500. , July 1, 2012 to June 30, 2013

R1.11 Approval of contract for approved appointment for the 2012-2013 school year for Adam Estruch, IT Technician, \$40,000, July 1, 2012 to June 30, 2013

R1.12 Approval of contract for approved appointment for the 2012-2013 school year for Ronald Smith, Interim Business Administrator/ Board Secretary \$100/hour, not to exceed \$123,000 from July 1, 2012 to February 28, 2013.

R1.13 Approval to appoint Per Diem School Bus Driver for the 2012-2013 school year at \$15/hour.

Francesco Minervini

R1.14 Approval to accept the resignation and to post: *Jessica O'Brien*, Biology Teacher, Secaucus High School.

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R1.15 Approval to accept the resignation of school bus driver *Robert Cordes*, \$22.45/hour.

R1.16 Approval to extend Human Resources Consultant contract for thirty days at \$60.00 per hour not to exceed 35 hours per week.

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			
Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

2. Curriculum:

Motion by Mr. Anderson, seconded by Mrs. D'Addetta, 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 MS/HS Curriculum and Pacing Calendar

R2.3 Approval of MS/HS Benchmark Assessments

R2.4 Approval for Middle School

- English - Devils Arithmetic by Jane Yolen
- Summary by Susan M. Harding.

R2.5 Approval of Book Disposal

- HS English and Social Studies Books
- Clarendon School Retired Library Material

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			
Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

3. Finance

Motion by Mr. Lewis, seconded by Mr. Riebesell, to accept the recommendation of the Superintendent to approve and adopt motions R3.1 through R3.10, 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 Board Members

R3.5 Approval of Out of District Travel

R3.6 Approval to award IP Security Camera/Door Access Contract

WHEREAS, the Secaucus Board of Education ("the Board") advertised for bids for IP Security Cameras and Access Controls ("the Project"); and

WHEREAS, on or about August 10, 2012, the Board received three bids for the Project; and

WHEREAS, the bid submitted by Integrated Systems & Services, Inc. with a bid amount of \$189,990, conforms in all material respects to the bid specifications and is, therefore, the lowest responsible bid; and

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NOW, THEREFORE, BE IT RESOLVED that the contract for IP Security Cameras and Access Controls Project is hereby awarded to Integrated Systems & Services, Inc. in the amount of \$189,990. This award is expressly conditioned upon Integrated Systems & Services, Inc. furnishing the requisite insurance certificate and performance bond as required in the project specifications, within ten (10) days of the date hereof; and

BE IT FURTHER RESOLVED that the Board attorney is requested to prepare a contract consistent with the bid specifications and this resolution. The Board President and Business Administrator are hereby authorized to execute any and all documents necessary to effectuate this Resolution.

R3.7 Approval to submit NCLB grant application for FY13

R3.8 Approval to accept NCLB funds totaling \$317,530

- Title I - \$271,312
- Title IIA - \$ 39,163
- Title III - \$7,055

R3.9 Approval to Enter into Memorandum of Understanding for FY2012-13 NCLB Title III Consortium (pursuant to NCLB Title III Section 3114c)

R3.10 Approval of Demographic Study for the Secaucus Board of Education by Whitehall Associates at a fee of \$2500.00.

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			
Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

4. Safety/Security/Buildings & Grounds

Motion by Mr. Manente, seconded by Mr. Riebesell, 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 In-District Regular Education Transportation Route for the 2012-2013 School Year. (Please note: All schools have late buses for bus students only. The Middle School/High School late bus departs at 3:40 PM.)

BUS SCHEDULE

<u>Regular</u> <u>Pick-up Time</u>	<u>Delayed</u> <u>Opening</u>	<u>Pick-up Points</u>	<u>Destination</u>	<u>Approximate</u> <u>Return Time</u>
7:15 AM Bus#59 Bus#59	9:15 AM	Osprey Cove	Middle & High School	2:40 PM

R4.2 Approval of the disposal of Obsolete Equipment

Clarendon -Gx240 16jft11	Huber Unfi 35 uf35-22325 Fvg8t11 Cwg8t11
Gx270 D29dx41	PowerEdge 2300 fs75p J7jft11
Gx240 Jwg8t11	3f9hp41 9f9hp41 4f9hp41
Gx270 6wcv31	Fhfrg51
Gx270 71cv31 Hp psc750 printer My14qb11s5	PowerEdge 2600 9htrb51 92m1631 Jq10631 gx1 8xu2w

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			

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Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

5. **Technology Committee** None

6. **Policy Committee**

**Motion by Mrs. Weiner, seconded by Mr. Manente, to accept the recommendation of the Superintendent to approve and adopt motions R6.1 and R6.3
Recommended Board Action for the following:**

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

R6.2 Approval of the 2nd 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

R6.3 Approval of the 1st reading for the following policy:

7510 – Use of School Facilities (Update)

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			
Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

7. **Athletic Committee** None

8. **Shared Services Report** – Mrs. D'Addetta gave an update regarding recent meeting with Board Committee and the Town – the Pre-K crosswalk is complete, Solar Panel project should be complete by the end of September, Field sod and Football Field lights have been finished as well as the Clarendon Bus Loop. There is now a crossing guard posted on Pandolfi and one across at the bus loop. Police will be on hand for the first few days to help, Clarendon now has two parking lots, one for parents and one for staff. The High School parking lot is being addressed and finally the Huber playground will be cleared before opening of school.

9. **Legislative Report** None

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10. **New Business** – Physician Contract accepted subject to review by attorney
Motion by Mrs. Manente, seconded by Mrs. Weiner, to accept the recommendation of the Superintendent to approve and adopt motion
Recommended Board Action for the following:

	Yes	No	Abstain	Absent
Robert Anderson	X			
Kelli D'Addetta	X			
Joseph Lewis	X			
Sal Manente	X			
Dora Marra				X
Gary Riebesell	X			
Lisa Snedeker	X			
MaryAnn Weiner	X			
Jack McStowe, President	X			

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

Joan Cali questioned Doctor contract in the aspect of Home Instruction Concern for Special Needs students in relation to the Child Study Team reassignments and case loads in the Middle School. Ms. Smahl responded that she has 6 case managers who in the elementary schools have larger case loads and she needed to reallocate her resources.

Mr. Evanson gave an update on the Harlem Wizards event

12. **Board Member Comments**

Mr. Anderson- Thank you for opening up the July 3rd Board meeting to teleconferencing, it was such an important issue. Townspeople should be happy with the agreement.

Mrs. D'Addetta- Positive changes were made over the summer, wishing everyone a great school year.

Mrs. Snedeker- Thank you to Debbie Zapoluch for all that you do.

Mr. Lewis- None

Ms. Marra – Absent

Mrs. Weiner – Thank you to all for being part of the process and collective effort for Secaucus School District being ranked #90.

Mr. Manente – Attended Safety Seminar in Union City. Learned safety tips for educating students and parents. Also thank you to all for helping the district get to #90, next #80?

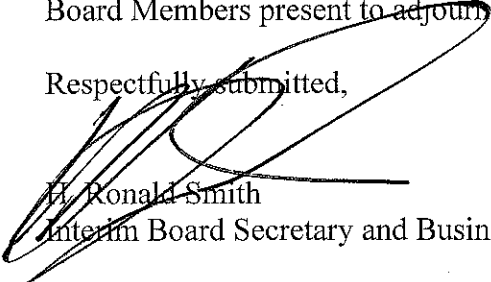
Mr. Riebesell- Apologized for meeting starting late. Thank you to the Senior class of 2012 for the gift of Benches donated to the Board of Education members which are located outside of the High School. At Town Council meeting received two buses for district from Hartz Mountain.

Mr. McStowe – Congratulations to Dr. Bob and Staff for ranking of 90th in the state. Thank you to the Middle School and Elementary schools who should be just as proud because they had a part in preparing students. Clarendon parents, “please obey new bus loop rules.” Support the sports teams as they start this week. The 1st & 2nd football games will be held at Kane Stadium.

13. **Adjournment:** 8:05pm

Motion by Mr. Riebesell seconded by Mrs. Snedeker, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:05 PM

Respectfully submitted,


H. Ronald Smith
Interim Board Secretary and Business Administrator