

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

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

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

ABSENT: Mr. Lewis

President McStowe declared a quorum present.

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

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 2012
Motion by Mr. Manente, seconded by Mrs. Weiner,**

<u>Board Member</u>	8-20-12 Executive Session	8-20-12 Special Meeting	8-30-12 Executive Session	8-30-12 Regular Meeting
Robert Anderson	X	X	X	X
Kelli D'Addetta	X	X	X	X
Joseph Lewis	X	X	X	X
Sal Manente	X	X	X	X
Dora Marra	X	X	Abstain	Abstain
Gary Riebesell	X	X	X	X
Lisa Snedeker	X	X	X	X
MaryAnn Weiner	X	X	X	X
Jack McStowe, President	Abstain	Abstain	X	X

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

Correspondence – none

S.G.O. Report –

Linda Wilhelm gave an update of Activities that took place at Huber Street School including:

- SGO – Voting of officials
- “Coups for Troops” – use of expired coupons for troops
- Pennies for Patients
- Bob’s Discount Furniture awarded Huber Street School \$1,000

Mr. Coccuci gave an update of Activities that took place at Clarendon School including:

- thanked the Board and Staff for the changes made at Clarendon
- Collecting for the food pantry
- Annual St. Jude’s Fundraiser, Clarendon was 8th in the nation and raised over \$23,000
- The Clarendon SGO is working with Guidance in developing on the Peace Keepers Club
- PTS/SGO is working on a Talent Show

Mr. Daniello gave an update of Activities that took place at SMS including:

- Harlem Wizards Fundraiser
- Welcome Back Block Party was a tremendous success
- Character Education videos are being shown to the students
- Hudson County Prosecutor will be coming into school for tips on Internet Safety
- Girls MS Volleyball is off to a great start
- Media & Film class has started

Dr. Berckes gave an update of Activities that took place at SHS including:

- Jerry Perricone fundraiser today was very successful
- Safety Seminar at Union City High School
- SHS ranked 90th in the state
- The first week of October is Respect Week
- Last two days in October will be celebrating School Spirit
- Theme to this year’s Powder Puff game is the Olympics

Superintendent’s Report

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

Mrs Radina discussed among other items:

- **HIB District Report**

As per District Policy #5512, incidents of harassment, intimidation or bullying for the time period of September 13 through September 19, 2012 are as follows:

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

A thorough and complete investigation was conducted for the 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.

The investigation was 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.

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

Mrs Radina reported:

- The school year is off to a wonderful start. Thank you to all of the Teachers and Staff for all their hard work and dedication to our children and district.
- Teachers participated in in-service activities on September 5 that ranging from my welcome back address, anti bullying strategies, Common Core State Standards, and new benchmark assessment curricula.
- During the summer the Middle School and High School Staff spent numerous hours rewriting curriculum throughout the disciplines and aligning them to the NJCCS and the new Common Core State Standards.
- All principals have implemented “Real Time” for attendance. At the high school level, scheduling transfers were conducted along with attendance in Real Time. In the future staff will have the ability to post grades, as well as issue discipline and medical reports. Naviance Career Software is in place to assist with the college application process.
- Regarding Preschool, Institution the first day for students was Monday, parents were pleased.
- Back to School nights were held at the Middle and High School as well as at Clarendon for K-3 students. Remaining are Huber Street on Monday and Tuesday and Clarendon on Wednesday for Intermediate Grades.
- I thing everyone will agree with me that Mr. Sal Cioffi and the custodial staff should be commended as will our teachers many of whom returned to their assignment before the official date to prepare their classrooms. Student safety comes first, our principals are continually updating their Safety and Security Plans and have reviewed the procedures with their staff.
- Teacher Evaluation Pilot update. We are working in collaboration with NJCU on this project. They will provide several professors who will work with our administrators on the implementation of the Danielson Model of observations.
- Under the direction of Ms. Smahl, the prep for our “Week of Respect” which is the first week of October is underway. She has been attending workshop session at the DOE regarding updates to the HIB Regulations.
- Recently, I was selected to be among a group of distinguished superintendents in New Jersey to be part of the NJ Network of Superintendents which is a grant funded by Panasonic and provides opportunity for the exchange of ideas, methodologies and best practices to enhance equality and excellence in school districts.

Report by the Secretary of the Board

Business Administrator, Ron Smith updated the meeting on the district solar panel project and high school concession stand.

Public Comments on Agenda Items

Ms. Joan Cali – questioned

- R1.1 #7 – Incorrect Step needs to be investigated
- R1.1 #8 – Incorrect Step needs to be investigated
- R1.2 – SEA needs to be notified of new clubs(R2.4)
- R1.10 – Job Description
- R1.11 – should be under Extra-Curricular
- Asked for explanation of “Notification of Posting”

1. School Government:

Motion by Mr. Riebesell, seconded by Mrs. D’Addetta, to accept the recommendation of the Superintendent to approve and adopt motions R1.1 through R1.15, as described below: Recommended Board Action for the following:

R1.1 Approval to advance on Guide

	Name	2011-12 Guide	2012-13 Guide
1	Baker, Fury	BA Step 5	BA+15 Step 6
2	Bartletta, Lisa	MA Step 12	MA+15 Step 13

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

3	Biegler, Lucy	MA+15 Step 17	MA 6th year Step 18
4	Jones, Amanda	BA Step 2	BA+15 Step 3
5	Leon, Dawn	BA Step 1	BA+15 Step 2
6	Mohamed, Fatma	BA+15 Step 2	MA Step 3
7	Palmisano, Toni Ann	BS Step 2	BS+15 step 3
8	Prieto, Amanda	BA/BS+15 Step 2	MA Step 3
9	Wegner, Lora	MA Step 5	MA+15 Step 6

R1.2 Approval to post for:

- a. Per Diem Clerical and Custodial workers
- b. Rotary International Club Advisor (New club/position) at a stipend of \$500.
- c. .5 Pre School Teacher (New Position)
- d. Peacekeeper Club Advisors – One for Huber and One for Clarendon (New club/position) at a stipend of \$500
- e. **TABLED**

R1.3 Notification of Posting: Coordinator position per contract: Special Education Technology Coordinator, Special Education Transition Coordinator, 7-8 Grade Career Education Coordinator, Freshman Transition Coordinator, Technology Coordinator (Elementary G&T)

R1.4 Approval to appoint support staff: Nicoletta Verdesco, per diem bus aide at \$11.00 per hour

R1.5 Approval to appoint Extra-curricular staff:

- a. Derrick Mercer, Assistant Basketball Coach [HS Freshman] \$3,590.
- b. Cindy Viera, Mayling Cardenas and Nicole Hernandez, Huber Street Elementary Dance Club, shared stipend of \$1,500 (\$500 each).
- c. David Segro, Weight Room Supervisor, \$15/hour (On a rotational basis with other staff-one person per day, 2 hours per day. 11/26/12-6/30/13).
- d. Maleesa Lamatina, Elementary School Dance Club-Clarendon, at \$1500.

R1.6 Approval to reconcile 2012-2013 stipend/Advisory position resolution R1.19 July 19, 2012 for Maleesa Lamatina, Elementary Drama Club Clarendon School from \$2,900 to \$1,500+\$300 longevity per past practice

R1.7 Approval for all Secaucus School district Teachers with Standard Certification as Home Instructors for the 2012-2013 School year as needed. Compensation for Regular Education Students at \$40/hour and Special Education students @ \$45/hr per Article XIII of the SEA contract.

R1.8 Approval to appoint Teaching Staff

- a. Peter Newman Biology Teacher, Secaucus HS, BA Step 3 \$57,187.00, replacing *Jessica O'Brien* (\$61,086+ benefit waiver)
- b. Nadia Farooq Speech Therapist, MA Step 1 \$60,479.00, replacing *Sarah Vitale* (\$64,697+ benefits \$27,088.92)
- c. Alex Kuchar Social Studies Teacher-HS, BA Step 1 \$56,784, replacing *Ciro Spinella* (\$66,594+benefits \$12,630.36.)
- d. **TABLED.**

R1.9 Approval to appoint Substitute Teachers

- | | | | |
|---|--------------------------------|----|------------------------|
| 1 | Theresa Cevetello | 9 | Kelly Elizabeth Pineda |
| 2 | Majdouline EI Fahdi | 10 | Felix A. Martinez |
| 3 | Gabriella Gonzalez | 11 | Jennifer C. Petronzio |
| 4 | Fabienne Tayna Phareau | 12 | Amanda F. Mottola |
| 5 | Kady E. Farinola | 13 | Kristine Lehr |
| 6 | Gabrielle Lorefice | 14 | Sozan Barsoom |
| 7 | Carolyn Marie Clancy-Detmering | 15 | Lauren Waiver |
| 8 | Rasha Ahmed | 16 | Pia Kasabian |

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

- R1.10 Approval of revised Job Descriptions per attached:**
 a. Elementary Teacher of Technology for Regular Education and Gifted and Talented Students: #4040.15
- R1.11 Approval to appoint Coordinators at**
- a. Future Teacher Academy: K. Kuchar \$9,000
 - b. Media Academy Coordinator: D. Gerbasio..... \$9,000
 - c. **TABLED**
 - d. Freshman Transition Coordinator: Christine Candela \$9,000
 - e. Service Learning Coordinator (S.A.I.L.) Stacey Lee \$9,000
 - f. 7-8 Grade Career Education Coordinator: Joan Cali \$9,000
 - g. Special Education Technology Coordinator: Steven Viggiani \$9,000
 - h. Special Education Transition Coordinator: Lori Garofalo \$3,750
 Jeanne Gannon: \$3,750
 - i. **TABLED**
 - j. Career Exploration and Internship Coordinator: Rick Eisenberg \$8,250
- R1.12 Approval to Appoint: Elementary Coaches**
- a. Clarendon School Math Coach: Rob Valente \$9,000
 - b. Huber Street Math Coach: Sean Powers \$9,000
 - c. Clarendon School Literacy Coach: Lucy Biegler \$9,000
 - d. Huber Street Literacy Coach: Claire Costello \$9,000
- R1.13 Approval to Appoint MS PASS Teachers to serve on a rotational basis @ \$35.00 per hour.**
- a. 1 per day with Math/English Certification for NJASK assistance
 Zaida Couto – Math
 Pamela Stokols – Language Arts
 Kelly Waters – Language Arts
 - b. 1 per day with any academic disciplines to assist students with homework/project/test or quiz assistance, and/or correction of negative behavior @ \$35.00 per hour.
 Fury Baker – Special Education
 Martha Rodriguez – Spanish
 Michelle Malcolm – Spanish
 Danielle Roberto – Science
 Cathleen Ferguson – Science
 Lynne Gadaleta – Special Education
 Tammy Hennessy – Special Education
 Sean Collison – Social Studies
 Maria Rodriguez – Spanish
- R1.14 Approval to increase summer CST hours and payment for individuals who worked in the absence of staff approved to meet the student need.**
 Steve Viggiani - 20 hours
 Jeanne Gannon - 31.5 hours
 Sandra Rosenblum - 19 hours
- R1.15 Approval to extend Interim Human Resources Consultant until October 31,2012 or until a permanent appointment is made, whichever occurs sooner in accordance with same terms of her existing contract, 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			

- TABLED - R1.2e – District Mentoring Coordinator**
R1.8d – HR Specialist
R1.11c – Elementary Technology Integration and G&T Coordinator
R1.11i - Elementary Environmental Weekend Coordinator

2. Curriculum:

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

Motion by Mr. Anderson, seconded by Mr. Riebesell, to accept the recommendation of the Superintendent to approve and adopt motions R2.1 through R2.4. as described below. Recommended Board Action for the following:

- R2.1 Approval of Field Trips**
R2.2 Approval of Elementary Curriculum
- Math 3-5
- R2.3 Approval of Elementary Benchmark Assessments and Pacing Calendars**
- World Language K-5
 - Social Studies K-5
 - Science K-5
 - Math 3-5
 - Language Arts Literacy K-5
- R2.4 Approval to Institute Peace Keepers Club at Clarendon and Huber Street Schools**

	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 Mrs. D'Addetta, seconded by Mrs. Weiner, to accept the recommendation of the Superintendent to approve and adopt motions R3.1 through R3.7, as described below. Recommended Board Action for the following:

- R3.1 Approval of Bills List**
R3.2 Approval of Out of District Travel
R3.3 Approval of Out of District Tuition

Secaucus Board of Education hereby authorizes the Interim Business Administrator and President to execute contracts, as annexed for out of district placement tuition for the 2012-2013 school year for:

Name of School	Address	Student ID	Billable Days	Total Tuition
Trinitas OT / PT	In District		\$82.00/hr - 9/6/2012 - 6/30/2013	
Horizon High School	Livingston	RD	180	61,974.00

R3.4 Approval of Contract for Carolyn Gallagher, Behaviorist Consultant, July 1, 2012–June 30, 2013 at a rate of \$125.00 per hour not to exceed \$20,000.00 per school year.

R3.5 Approval of Contract for Frank Falcone (EdTesting Inc), Independent LDTC to provide anticipated evaluations on an as needed basis, for the 2012-2013 school year at a rate of \$300.00 per evaluation not to exceed \$1,800.00 per school year.

R3.6 Approval to contract with Hackensack Medical Center at the cost of \$685.00 for an Independent Pediatric Development Evaluation as per N.J.A.C. 6A:14.

R3.7 Approval of Contract with Bayada Nursing Services for the 2012-2013 school year for 1 on 1 services for a Special Education student at a rate of \$41.00 per hour

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

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

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 R4.3
Recommended Board Action for the following:**

R4.1 Approval of Joint Transportation Agreement between the Secaucus Board of Education and the Weehawken Board of Education. Secaucus being the host district and Weehawken as the joiner district.

Weehawken will pay on-half the route cost for the transportation of one Secaucus student and one Weehawken student to Windsor Learning Center in Pompton Lakes.

Weehawken will also pay one-third the route cost for the transportation of two Secaucus students and one Weehawken student to A. Harry Moore School in Jersey City.

The cost to the joiner district, Weehawken, will be based on actual costs.

R4.2 Approval to submit a renewal application to the Hudson County Board of Education for Temporary Instructional Space for use of the Secaucus Recreation Center. (Approved by the Town of Secaucus on High School Calendar "Day 1" from 12:30 to 1:30pm and on "Day 4" from 1:30 to 2:30pm.)

BE IT RESOLVED, that the Secaucus Board of Education submits a renewal application for the temporary instructional space for the 2012-2013 school year.

BE IT FURTHER RESOLVED, that the temporary instructional space exists at the Town of Secaucus Recreation Center located at 1200 Koelle Boulevard.

NOW, THEREFORE, BE IT RESOLVED the Secaucus Board of Education authorizes the Board President, Interim Business Administrator, and Superintendent of Schools to submit to the Executive County Superintendent the necessary documents.

R4.3 Approval to submit renewal application to Hudson County Board of Education for the temporary instructional space at the Secaucus Early Learning Center for the 2012-2013 school year.

BE IT RESOLVED, that the Secaucus Board of Education submits a renewal application for the temporary instructional space for the 2012-2013 school year.

BE IT FURTHER RESOLVED, that the temporary instructional space exists at the Town of Secaucus Early Learning Center at Plaza Blvd. For Pre-K students half-day sessions for programs previously housed at the Huber and Clarendon Schools;

NOW, THEREFORE, BE IT RESOLVED the Secaucus Board of Education authorizes the Board President, Interim Business Administrator, and Superintendent of Schools to submit to the Executive County Superintendent the necessary documents.

	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			

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012**

Jack McStowe, President	X			
-------------------------	----------	--	--	--

5. **Technology Committee** None

6. **Policy Committee**

**Motion by Ms. Marra, 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 following policy:**
7510 – Use of School Facilities (Update)
- R6.2 Approval of the 1st reading for the following policy:**
9325.1 – Use of Teleconferencing

	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** – None

9. **Legislative Report** None

10. **New Business** – None

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

Mr. Don Evanson – Update on Harlem Wizards Fundraiser

Ms. Kathy McFarlane – Municipal Alliance asking for our support for Suicide Prevention fundraiser.

Mr. Tom Troyer questioned:

- Has the search for a Superintendent started? Answer - No.
- When will meetings be televised? Answer – working on coordinating
- Job description, status and fee for School Doctor questioned
- What capacity is Mr. Manente working on the field at Football games?

Mr. Don Evanson – Update on Harlem Wizards Fundraiser

Ms. Joan Cali – questioned movement of Special Education staffing discussed at the last meeting and Waivers. Ms. Smahl – responded regarding waivers for Special Education needs. Mr. McStowe commented that the offer still stands.

12. Board Member Comments

Mr. Anderson- addressed teachers who did summer curriculum on the good job they did.

Mrs. D'Addetta- Thanked Sal Cioffi & janitorial staff – Supervisor of Buildings & Grounds for the schools looking good. Also, good job to Rob Daniello for a successful Back to School Night and looking forward to Clarendon's BTS.

Mrs. Snedeker- Commented on the great job students are doing. Senior Citizens will be tutored again this year in computers by the students. They are "Above and Beyond" just school work.

Mr. Lewis- Absent

Ms. Marra –commented on Secaucus School District being ranked #90, with that need to watch out for students attending our school without residency.

Mrs. Weiner – commented on the happiness on seeing the school children

Mr. Manente – School year off to a good start. Commented on position was asked by Board to Cease assisting Athletic Trainer because of conflicting opinions by attorneys. Waiting on opinion, by School Boards Advisory committee.

SECAUCUS BOARD OF EDUCATION
REGULAR MEETING MINUTES
DATED: September 20, 2012

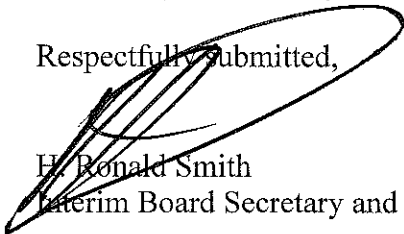
Mr. Riebesell- Commended Sal Cioffi – Supervisor of Buildings & Grounds & Maintenance staff, on how good the schools look. Please come out to support all of our sports teams

Mr. McStowe – Glad to see Principals and Directors at the meeting. Gave statistics of testing scores of students starting and finishing their education in Secaucus. Stats show our students are Better than #90. Thank you to Mr. Presuto for the report. Principals please go back to your staff and let them know what a great job they are doing.

13. Adjournment:

Motion by Mr. Riebesell seconded by Ms. Snedeker, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:12PM

Respectfully submitted,


H. Ronald Smith
Interim Board Secretary and Business Administrator