

**SECAUCUS BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
DATE: MARCH 28, 2013**

President McStowe called the meeting to order at 4:07 PM and roll call taken as follows:

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

**ABSENT:**

President McStowe declared a quorum present.

**Also present:** Robert Presuto, Interim Superintendent  
Grace Yeo, Acting 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, Board Member, Mr. 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. McStowe

**SECONDED BY:** Mrs. Riebesell

**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 4:10 PM in order to discuss personnel.

Motion by Mr. McStowe seconded by, Mr. Riebesell and unanimously adopted by Board Members present to adjourn the Executive Session and resume the Regular Meeting at 6:00 PM.

**Approval of Meeting Minutes – March 2013  
Motion by Mr. Riebesell, seconded by Mrs. Weiner.**

<u>Board Member</u>	3-5-13 Executive Session	3-5-13 Special Meeting	3-21-13 Special Meeting	3-21-13 Reorganization 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	Absent	Absent
Gary Riebesell	X	X	X	X
Lisa Snedeker	X	X	X	X
MaryAnn Weiner	X	X	X	X
Jack McStowe, President	X	X	X	X

**Correspondence – none**



### S.G.O. Report –

**Mrs. Wilhelm** gave an update of Activities that took place at Huber Street School including:

- Grades 4-6 Social on April 18<sup>th</sup> was a huge success
- In honor of Arbor Day Clean up has been organized at Schmidt's Woods on Friday, April 26<sup>th</sup>.
- Dance club performed on Tuesday evening grades 4-6 which included 85 students. Everyone enjoyed this spectacular event. There are music assemblies scheduled for April 30<sup>th</sup> in both the morning and afternoon if you were unable to attend the show.
- Ms. Grosso's 5<sup>th</sup> grade class performed a Poetry café, parents were invited to attend. Many emails were received regarding this successful event that helped to enhance literacy.
- Enrichment Fridays continue with yoga
- Parent Conferences and the Huber Street Book Fair have just concluded
- Thank you to Mr. Sinisi and his staff. Parents have been very positive about our beautiful and clean school. Arbor Day Celebration is scheduled for tomorrow at 9:30am.

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

- NJASK testing for grades 3-6 in May
- SGO Activities including Houlihan's (Clarendon Activity Account) and Blue Pineapple (St. Jude's) Fundraisers. Can't say enough for all of our parent involvement. Children learn that it is not just raising money but also donating their time to help others.
- Tomorrow starts the first step to clean up the courtyard of Clarendon school to use as an outdoor classroom.
- Great turn out for the third grade team's parent viewing of Charfome's Web cross curriculum project. The parents were very impressed with all of the work displayed.

**SMS SGO Secretary Kaitlyn O'Connell** gave an update of Activities that took place at SMS including:

- The Leadership luncheon at Bonefish Grill
- Environmental ceremony on April 26<sup>th</sup>
- PTA Tricky Tray scheduled for April 26<sup>th</sup>.
- Monday April 29<sup>th</sup> begins NJASK testing
- May 10<sup>th</sup> is the 8<sup>th</sup> grade Dinner Dance
- Thank you for supporting the Middle School SGO who raised \$227.00 for Epilepsy.

### Superintendent's Report -

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

#### **HIB District Report**

As per District Policy #5512, incidents of harassment, intimidation or bullying for the time period of March 1, 2013 through April 25, 2013 are as follows:

<i>School</i>	<i>Total Reports</i>	<i>Confirmed HIB</i>	<i>Not HIB/ Other</i>
• Clarendon	1 reports	1	0
• Huber Street	4 report	2	1
• Secaucus MS	2 reports	1	1
• 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.

Mr. Presuto – Interim Superintendent also commented on the following:

#### **Board Elections / Budget**

- I'd like to thank everyone who came out and voted last week in School Board Election. Your support of the students, teachers and administration is greatly appreciated and we take the responsibility of educating the students of Secaucus to heart. Thank you also for supporting an initiative which I know we all share – to keep our children and staff as safe as possible in a world where the sanctitude of a school is no longer universally respected. Thank you again for all the support.

#### **HS Play**

- I enjoyed Annie this past Thursday and thought everyone who participated was outstanding. As a former high school play producer, set-builder and program designer I know firsthand how much work goes into a ~2 hour production. I'd also like to thank Mayor Gonnelli for taking a moment to send a wonderful letter to the cast, crew and orchestra of the play as well. I completely agreed with the fact that we are fortunate to have such a vibrant Performing & Creative arts program in our schools.

#### **Outgoing Board Member Recognitions**

Being a Board of Education member involves a great deal more time than attending a monthly BOE meeting. They also spend countless hours in committee meetings, listening and talking to people and above all, overseeing the most crucial aspect of the school district. Additionally, BOE members attend as many school functions and other community events as their schedules will allow. I would like to recognize our two outgoing Board members for their invaluable service to the students of the Secaucus School District, and thank them for the time they volunteered to do this most important job.

- **Sal Manente**- began in 2010 and completed one 3 year term. During the 2011-12 school year Sal served as BOE President.
- **MaryAnn Weiner** - began in 2010 and completed one 3 year term

#### **Report by the Acting Secretary of the Board –**

Thank you for supporting the Budget and second question. It is greatly appreciated and a big win for everyone involved.

Today was “Bring your Child to Work Day”. As you see Kayla Nicolich sitting with her mom taking notes, she is continuing her work day here with her Mom tonight. Thank you to all of the other children who came to work at the Board Office today, Samantha Grecco, Chase Melendez, Eric Bitteger, Carmela and Frank Losurdo and Gabriela and Stephanie Toledo. They were a big help and did a wonderful job.

#### **Public Comments on Agenda Items – None**

1. **School Government**



**Motion by Mr. Riebesell, seconded by Mr. Lewis, to accept the recommendation of the Interim Superintendent to approve and adopt motions R1.1 through R1.17, as described below: Recommended Board Action for the following:**

- R1.1** Approval of Maternity Leave request for Melissa Lopesa, Elementary Teacher at Huber Street from May 13, 2013 to January 2, 2014.
- R1.2** Approval of Medical Leave (extension) for George McCarthy, Part-Time Custodial Worker from April 15, 2013 to July 1, 2013.
- R1.3** Approval to appoint the following Substitute Teachers:  
Kaitlin Kuchar
- R1.4** Approval to appoint the following Per-Diem Bus Aides at \$11.00 per hour on an as needed basis:  
Thelma Mahvan  
Marie Caruso
- R1.5** Approval to accept the retirement of Dawn E. Brassel, Art Teacher at Clarendon School effective July 1, 2013
- R1.6** Approval to post for Principal for the 2013-2014 school year.
- R1.7** Approval to post for Replacement Math Teacher from September 2013 until January 2014.
- R1.8** Approval to post for Art Teacher for the 2013-2014 School year.
- R1.9** Approval to post for (2) Grant Funded Basic Skills Teachers for the 2013-2014 School year.
- R1.10** Approval to post for Italian Teacher for the 2013-2014 School Year.
- R1.11** Approval to post for the following Coaching positions for the 2013-2014 School Year at Secaucus High School and Secaucus Middle School:
- Head Football & Assistant Football Coaches
  - Head Cross Country & Assistant Cross Country Coaches
  - Head Cheerleading & Assistant Cheerleader Coaches
  - Head Volleyball & Assistant Volleyball Coaches
  - Head Girls Tennis & Assistant Tennis Coaches
  - Head Girls Soccer & Assistant Soccer Coaches
  - Head Boys Soccer & Assistant Soccer Coaches
  - Head Middle School Volleyball Coach
  - Head Boys Basketball & Assistant Basketball Coaches
  - Head Girls Basketball & Assistant Basketball Coaches
  - Head Wrestling & Assistant Coaches
  - Head Swimming & Assistant Coaches
  - Head Bowling Coach
  - Head Indoor and Outdoor & Assistant Indoor and Outdoor Coaches
  - Boys Middle School Basketball Coach
  - Girls Middle School Basketball Coach
- R1.12** Approval to post the following positions for Summer Employment:
- Special Education Teachers
  - Teacher Assistants
  - School Nurses
  - Speech Therapists
  - Psychologists
  - Social Workers

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- Learning Disabilities Teacher Consultant
- Summer Student Workers
- Music Teachers

**R1.13** Approval to accept resignation of Michele A. Maxwell, Elementary Teacher at Huber Street School, effective immediately.

**R1.14** Approval of Medical Leave for Patricia Smeyers, Middle School Teacher at Secaucus Middle School from April 12, 2013 to June 30, 2013.

**R1.15** TABLED

**R1.16** TABLED

**R1.17** Approval of Student Disenrollment

	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 R1.15 & R1.16

**2. Curriculum:**

Motion by Mr. Anderson, seconded by Mr. Manente, to accept the recommendation of the Interim Superintendent to approve and adopt motion R2.1 through R2.3 as described below. Recommended Board Action for the following:

**R2.1** Approval of Field Trips

**R2.2** Approval of Elementary School Summer Music Program

**R2.3** Approval to Create a Middle School Boys and Girls Soccer Team

	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 Mrs. Snedeker, to accept the recommendation of the Interim Superintendent to approve and adopt motions R3.0 through R3.5, as described below. Recommended Board Action for the following:

**R3.0** Approval of Budget for school year 2013-2014 which reflects the passage of the Budget and Second (2<sup>nd</sup>) Question as voted upon by the Public on April 16, 2013.

**BE IT RESOLVED**, that the Secaucus Board of Education hereby adopt the 2013-2014 school district budget as follows:



Operating Budget	\$33,604,264
Grants & Encumbrances	\$ 858,725
Repayment of Debt	\$ 1,276,826
Total	\$35,739,815

AND BE IT FURTHER RESOLVED, should the Secaucus Board of Education, in addition to the regular advertised budget, be authorized to raise an additional \$175,000 to provide security personnel in each of the district's schools. The additional levy will provide funds for the salaries for six new security officers, along with the employee benefits related to the new positions. These taxes, if raised, will be used exclusively for this purpose. *Approval of these taxes will result in a permanent increase in the district's tax levy.* These proposed additional expenditures are in addition to those necessary to achieve the Core Curriculum Content Standards."

AND BE IT FURTHER RESOLVED, that the District's tax requirements to support the approved 2013-2014 general fund budget as passed by the voters at the annual election on April 16, 2013 are as follows:

GENERAL FUND	\$ 32,311,941
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### 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:

1. Student ID # 14069, May 2013 - June 2013 at Reed Academy, (tuition \$15,755.60 prorated for 34 billable days).
2. Student ID# 10308, May 2013- June 2013 at North Hudson Academy, (tuition \$7,556.00 prorated for 34 billable days).

R3.4 Approval of Non-allowable costs as set forth by 6A:23A-18.5 which resolves the Secaucus Board of Education from requiring private schools to apply for and receive funding from the Child Nutrition Program (CNP) for students that are placed out of district; and;  
which resolves the Secaucus Board of Education from requiring private schools to charge students placed out of district for a reduced and/or paid meal for the 2013-2014 school year.

### R3.5 Approval to reject the bids received for the Door Replacement at Secaucus High School and Middle School Project

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

WHEREAS, on April 19, 2013, the Board received three (3) bids for the Project as reflected on the attached bid tabulation sheet; and

Name	Amount
Empire Energy Specialists	\$207,670
Zieng Construction, LLC	\$319,900
C&M Door Controls, Inc.	\$156,600

WHEREAS, after reviewing the bid submissions and the project specifications, it is apparent that there was bidder confusion as to the prequalification requirements for the Project, as bid documents require that the bidders must be classified by the New Jersey Department of Treasury's Division of Property Management and Construction for trades C008, General Construction or C009, General Construction /Alterations and Additions or engage a properly classified subcontractors, and require the bidder to engage a properly classified subcontractor in trade C047, Electrical. If the bidder is not so classified; and

WHEREAS, the bids submitted by the two low bidders, C&M Door Controls, Inc. and Empire Energy Specialists, Inc. failed to list a subcontractor in either general construction trade C008 or C009 and the putative lowest bidder, C&M Door Controls, Inc. also did not list a properly classified subcontractor in trade C047, Electrical, which are material non-waivable defects; and

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WHEREAS, the third bid, submitted by Zimno Construction, LLC is excessive as to price, pursuant to N.J.S.A. 18A:18A-22(b), as the cost of the work exceeds the cost estimates prepared on behalf of the Board for the Project; and

WHEREAS, bid documents must be clarified pursuant to N.J.S.A. 18A:18A-22(d) and (e) in furtherance of the purposes of the public school contracts law.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby rejects the bids received for the Door Replacement at Secaucus High School and Middle School Project as the bids submitted by the two low bidders, C&M Door Controls, Inc. and Empire Energy Specialists, Inc. are materially defective for failure to list properly qualified subcontractors and the bid submitted by Zimno Construction, LLC is excessive as to price.

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 18A:18A-22 (d) and (e), the bid documents must be revised to ensure that the purposes of the public school contracts law are not violated. The Architect shall revise the bid documents to reflect the appropriate trades for which the contractor to whom this work is awarded shall be prequalified and clarify that the contractor shall retain a properly qualified subcontractor in those trades for which the Contractor is not properly prequalified. The Acting Board Secretary/Business Administrator is hereby authorized to re-advertise the project consistent with this resolution.

	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 Mrs. Weiner, to accept the recommendation of the Interim Superintendent to approve and adopt motion R4.1

Recommended Board Action for the following:

**R4.1 Approval of School Bus Emergency Drills to County**

	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			

5. **Technology Committee** – Mr. Lewis gave an update on the Board Member Online Portal and that all security cameras have been installed.

6. **Policy Committee**

Motion by Ms. Marra, seconded by Mrs. Weiner, to accept the recommendation of the Interim Superintendent to approve and adopt motions R6.1 through R6.6

Recommended Board Action for the following:

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

Policy 2415 (revised) -No Child Left Behind Programs (Mandated)

**R6.2 Approval of the 2nd reading of the following policies:**



Policy 6480 (revised) -Purchase of Food Supplies (Mandated)

**R6.3 Approval** of the 2nd reading of the following policies:

Policy 8505 (revised) -School Nutrition (Mandated)

**R6.4 Approval** of the 2nd reading of the following policies:

Policy 6113 (new) -E-Rate (Suggested)

**R6.5 Approval** of the 1st reading of the following policies:

Policy 2431 (revised) -Athletic Competition (Mandated)

Regulation- 2431.1

Regulation- 2431.2

**R6.6 Approval** of the 1st reading of the following policies:

Policy 0142 (revised) - Board Member Qualifications, Prohibited Acts, & Code of Ethics (Mandated)

	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** – Mr. Riebesell gave an update on recent sports events and accomplishments.
8. **Shared Services Report** – No Report
9. **Legislative Report**-No Report
10. **New Business** None
11. **Public Forum – General Comments:** None

#### 12. Board Member Comments

**Mr. Anderson**-Good luck to Maryann and Sal as well as John and Kathy. Thank you to the public for voting to pass the budget. The play was great. Alexis Anderson and Summer Kochera broke the Javelin Relay record by 6"

**Mrs. D'Addetta**- congratulations to Alexis and Summer. Thank you for voting to pass the budget. Goodbye to Sal and MaryAnn and good luck in your future endeavors. Welcome to John and Kathy. Annie was amazing, felt like we were on Broadway.

**Mrs. Snedeker**- Thank you for the budget vote, everyone cares about our community. Good luck to Sal and Maryann as well as John and Kathy. Annie was incredible and stellar. Very lucky to have so many students involved in the Honor Society who value a high standard of academics.

**Mr. Lewis**- Thank you and best wishes to Sal and Maryann. Thank you for voting yes on the budget. The school play was very good and I was very impressed with the acting.

**Mrs. Weiner** – Thank you for this amazing journey. I always voted for the voice of the children and from the bottom of my heart. My newest journey will be as a Eucharist Minister. I am proud to be a member of an amazing community. I will be sitting on the other side asking questions. Best of luck to Kathy and John, this is a very big time commitment. Take care.



SCHOOL DISTRICT BOARD OF EDUCATION  
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 DATED: APRIL 25, 2011

**Ms. Marra** - Our schools are amazing and the custodial staff deserves four stars. Paul Amico Celebration on Saturday. Maryann and Sal are two very special people who always looked out for the best of the children and always with their heart. Farewell and best of luck.

**Mr. Manente** - Thank you to the people who put me here. There is a world of difference being on this side of the table. Thank you to all of the staff who I have had the pleasure of working with. Congratulations to the newly elected Board members. Best wishes. Thank you to all for the support you have given.

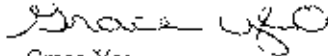
**Mr. Riebesell** - Thank you for voting yes on the budget, after two defeated budgets it is time to move forward. Congratulations to Ms. Brassel and good health in her retirement. All of our teacher's aides, bus drivers and bus aides are attending mandatory security training. Congratulations to all students and staff for their work on the play Annie. The Honor Society inducted 168 students, thank you to the teachers who help the students attain this level. Thank you to Sal and Maryann for the many hours of service to the Board of Education.

**Mr. McStowe** - Annie was another great performance. I attended the Huber Street School Dance recital and there is a lot of talent on the way up. The town will hold its parade on May 18<sup>th</sup>. Thank you for your support of the budget. We will keep serving the students best interest as well as their safety. Thank you to Maryann and Sal we all know the time that is put in to serving on the Board. Welcome to John and Kathy.

13. Adjournment: Sin Die

Motion by Mr. Riebesell seconded by Mr. Manente, and unanimously adopted by Board Members present to adjourn the regular meeting at 6:45 PM

Respectfully submitted,



Grace Yeo

Acting Board Secretary and Business Administrator

