

**SECAUCUS BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
DATED: June 14, 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 R1.15, as described below:  
Recommended Board Action for the following:**

R.1.1 Approval of *Medical Leave of Absence* requests for the following staff members:

*Beth Schudroff*, Speech Language Pathologist, Child Rearing Leave of absence, Clarendon School commencing September 1, 2012 through June 30, 2013 without pay.

*Cara Lenas*, 6th grade teacher, Clarendon School, Child Rearing Leave of Absence commencing September 1, 2012 through November 12, 2012 using (49)Illness days with pay. November 13, 2012 through June 30, 2013 without pay.

*Eilish Viggiani*, 1st grade teacher, Clarendon School, Child Rearing Leave of Absence commencing September 1, 2012 through October 31, 2012 without pay.

*Linda Diemer*, Director of Secondary Education, commencing May 25, 2012 through June 22, 2012 using (20) illness days with pay.

*Dr. Kristie Hanley*, School Psychologist, Secaucus High School, commencing June 4, 2012 through June 30, 2012 using (20) illness days with pay.

*Laurie Valente*, 1st grade teacher, Clarendon School, Maternity Leave of Absence commencing September 1, 2012 through October 31, 2012 using (43) illness days with pay. November 1, 2012 through December 31, 2012 without pay.

R.1.2 Approval to accept the following *resignations*:

Diana Totaro, MS Volleyball Coach, effective May 21, 2012

Lisa Totaro, Junior Varsity Volleyball Coach, effective May 21, 2012

Robert Valente, MS Girls' Basketball Coach, effective June 1, 2012

R1.3 Approval to accept the following *retirement*:

*Anthony Cutola*, Bus Driver, effective May 21, 2012 (16.5 years of service)

R1.4 Approval to appoint *Bus Drivers/Aides* for the 2012-2013 school year. (see attached list)

R1.5 Approval of salary increases for *Bus Drivers/Aides* for the 2011-12, 2012-13,2013-14 school years.

R1.6 Approval to appoint *Steve Kniesel*, Special Education Teacher, Secaucus High School effective September 1, 2012, BA Step 2 \$56,984.

R1.7 Approval to appoint *AnnMarie Grecco*, Administrative Assistant to the Superintendent of Schools, effective July 1, 2012, salary \$40,602.

R1.8 Approval to appoint \_\_\_\_\_, H.R. Specialist, effective \_\_\_\_\_, salary \$\_\_\_\_\_.

R1.9 Approval to *post* the following positions:

(2) Teachers for Summer Music Program: Clarendon and Huber Street School, June 25, 2012 through July 30, 2012 8:30 am - 2:30 pm, Monday - Thurs). Cost per student \$50 and \$35 for additional family members, at no cost to the district.

(1) Teacher for Middle/High School summer music program. There will be two classes (Mon-Thurs) for a total of four hours of teaching daily. This totals 64 hours x \$35/hr, at no cost to the district.

Math Curriculum Writing for Common Core Standards Grades 3-6. (4) Teachers @ 20hrs/each, \$35/hr. Effective June 25, 2012 through June 28, 2012.

Speech Therapist for Extended Summer School Year Program.

(2) Elementary Science Teachers to write curriculum during the summer (20 hrs) each @ \$35/hr, effective June 25, 2012 through June 28, 2012.

ELINC Coordinator for the 2012-2013 school year. No compensation

HS Interactive Club of Secaucus Advisor for the 2012-2013 school year. Compensation TBD

Teachers to develop Benchmark/Portfolio Assessments at \$35/hr x 20 hrs, effective June 25, 2012 through June 28, 2012 :

- (2) Social Studies Teachers
- (2) Family Consumer Science Teachers
- (2) Business Teachers
- (2) World Language Teachers
- (2) English Teacher
- (2) Art Teachers
- (2) Math Teachers
- (2) Science Teachers

(1) Teacher to develop "Tomorrow's Teacher" new course curriculum for 20 hours. @ \$35/hr, effective June 25, 2012 through June 28, 2012.

R1.10 Approval to appoint the following staff members to *Extra Curricular* stipended positions for the 2012-2013 school year. (see attachments)

R1.11 Approval to appoint the following staff for Special Education Summer Extended school year program: *Positions listed below subject to student enrollment*

School Nurse: Barbara Bivin, Joyce Corcoran (to share position \$35 per/hr)  
Speech Therapist: Sarah Vitale/Bari Cohen (to share position \$35 per/hr)

Teachers	\$35/hr	Steve Viggiani, Lori Garofalo, Fury Baker, Diorchinie Ortiz, Allison Urbanovich
Teaching Assistants	\$25/hr	Mary Ann Meli, Lucille Ramirez, Linda Hansen, Grace-Ann Hurtuk, Ivonne Vera, Jenny Bogdan, Danielle Cartaxo
Classroom Aide	\$17.15/hr	Myrtha Magliulo

R1.12 Child Study Team Case Managers (School Psychologist, LDTC, Social Worker) to complete mandated evaluations and IEP meetings as per NJAC 6A:14 up to 40 hours each at the rate of \$35 per hour as assigned by the Director of Special Services:

Sandra Rosenblum	Zahava Pianko	Kara Parham
Steve Viggiani	Jeanne Gannon	Kristie Hanley

- R1.13 Approval to change job title for Grace Yeo, Staff Accountant/Assistant Board Secretary to Assistant School Business Administrator/Assistant Board Secretary at no additional compensation, effective June 15, 2012.
- R1.14 Approval to offer contract to Interim School Business Administrator/Board Secretary for the period July 1, 2012 to February 28, 2013. (pending County Manager Approval)
- R1.15 Approval to accept resignation of the Superintendent of Schools, Cynthia M. Randina

WHEREAS, on or about June 13, 2012, the Secaucus Board of Education (hereinafter referred to as the "Board"), received Cynthia Randina's (hereinafter referred to as "Randina") resignation from her position as Superintendent of Schools, effective at the close of business on June 30, 2013; and

WHEREAS, the Board shall accept Randina's resignation.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts Randina's resignation from her position as Superintendent of Schools, effective at the close of business on June 30, 2013, in accordance with her written letter of resignation.

- 2. **Curriculum:**  
**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions R2.1 through R2.7 as described below.**  
**Recommended Board Action for the following:**

- R2.1 Approval of Field Trips
- R2.2 Approval to implement Interact Club of Secaucus for the 2012-2013 school year.
- R2.3 Approval of the following changes to the High School Course of Study:
  - Change ASHA tutorial from one 5-credit section to one 2.5-credit section for students who pass HSPA in the fall
  - Permit Special Education students to take Internship Program for up to two semesters and receive 10 credits
  - Permit students taking BC Calculus course to receive 5 credits per semester in preparation for the AP exam
  - Allow students to receive a grade to be calculated into their GPA for Physical Education
- R2.4 Approval to purchase Odyssey Online Health Class Licenses for 2012-2013 school year @ \$15,000.
- R2.5 Approval to purchase MUZZY Multimedia Program for Elementary Spanish Program (Grades 1-6) at a cost of \$5,700.
- R2.6 Approval to purchase the following Spanish texts (budgeted):
  - *Realidades 2011 – Level 1* + Teacher's Edition (MS/HS)
  - *Realidades 2011 – Level 3* + Teacher's Edition (HS)
- R2.7 Approval to retire worn, outdated Huber Street School library books that are no longer in circulation.

3. **Finance**  
**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motions R3.1 through R3.15, 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 to apply for funds to support implementation of the Anti-Bullying Bill of Rights Act .**

The Secaucus Board of Education certifies that permission has been granted to apply for funds to support implementation of the Anti-Bullying Bill of Rights Act for the purposes described in the application in the amount of \$14,984.00 starting on July 1, 2011 and ending on June 30, 2012.

**R3.6 Approval to reappoint Food Services Contracted Providers**

WHEREAS, the Secaucus Board of Education (hereinafter referred to as the “Board”) and Maschio’s Food Services, Inc. (hereinafter referred to as “Maschio’s”) are parties to an Agreement for Food Service Management for the 2011-2012 school year (hereinafter referred to as the “Agreement”); and

WHEREAS, the Agreement specifically provides that the Board may renew the Agreement for up to four (4) one-year extensions; and

WHEREAS, the Board has determined that Maschio’s has been rendering the services in an effective and efficient manner, and

WHEREAS, the Board is desirous of extending the Agreement consistent with the above for the 2012-2013 school year;

NOW, THEREFORE BE IT RESOLVED, as follows:

1. The term of the Agreement shall be extended for one (1) additional school year, from June 1, 2012 through June 30, 2013.

2. All of the remaining terms and conditions set forth in the Agreement shall remain in full force and effect.

3. This contract renewal is contingent upon the fulfillment by Maschio’s of all provisions in this contract related to USDA donated commodities [7CFR 250.53(a)(12)].

BE IT FURTHER RESOLVED, that the Board President and the Interim School Business Administrator/Board Secretary are hereby authorized to execute the addendum for the 2012-2013 school year, which is on file with the NJ Department of Agriculture, Division of Food and Nutrition and any other documents necessary to effectuate the terms of this resolution.

**R3.7 Approval of food service management renewal contract addendum** between the Secaucus Board of Education and Maschio's for the 2012-2013 school year. This contract , as quoted, includes a management fee which is inclusive in Administrative Fee of \$7500.00 per month for the ten months during the academic year. Maschio's guarantees a return of \$150,338.00 as per terms and conditions of the food service management contract between Secaucus Board of Education and Maschios for the 2012-2013 school year

	Lunch	Breakfast
Elementary	\$2.55	\$1.35
Middle/High School	\$2.75	\$1.45

**R3.8 Approval of food service Menu and prices for the 2012-2013 school year**

<b>Student Elementary Breakfast</b>	<b>\$1.35</b>
<b>Elementary Student Lunch</b>	<b>\$2.55</b>
<b>Elementary Student Entree</b>	<b>\$1.95</b>
<b>Adult Breakfast</b>	<b>\$2.00</b>
<b>Milk</b>	<b>\$0.60</b>
<b>Switch – Juice</b>	<b>\$1.50</b>
<b>Pizza</b>	<b>\$2.25</b>
<b>French Fries</b>	<b>\$1.50</b>
<b>Bagel with Cream Cheese</b>	<b>\$1.25</b>
<b>Yogurt</b>	<b>\$1.00</b>
<b>Sliced Apple</b>	<b>\$0.75</b>
<b>Side Vegetable</b>	<b>\$1.25</b>
<b>Ice Cream</b>	<b>\$0.85/\$1.25</b>
<b>Soft Pretzel</b>	<b>\$1.00</b>
<b>MS/HS Student Breakfast</b>	<b>\$1.45</b>
<b>MS/HS Student Lunch</b>	<b>\$2.70</b>
<b>MS/HS Student Entrée</b>	<b>\$2.10</b>
<b>Adult Lunch</b>	<b>\$3.20</b>
<b>Spring Water</b>	<b>\$1.25</b>
<b>Snapple 100% Juice</b>	<b>\$1.25</b>
<b>Soup With Roll</b>	<b>\$1.75</b>
<b>Bagel</b>	<b>\$1.00</b>
<b>Chips</b>	<b>\$1.00</b>
<b>Fresh Fruit</b>	<b>\$0.75</b>
<b>Pudding Cup</b>	<b>\$0.50</b>
<b>Vegetable Sticks</b>	<b>\$0.75</b>
<b>Fresh Baked Cookie</b>	<b>\$0.40</b>

**R3.9 Approval to terminate the appointment of the District Auditor**

BE IT RESOLVED by the Board of Education of the Town of Secaucus as follows:

1. The Board hereby terminates the appointment of Lerch Vinci and Higgins, LLP as auditor of the School District. The Interim Board Secretary/Business Administrator is hereby authorized to solicit request for proposals for a licensed public school auditor to prepare and submit the annual audit for the 2011-2012 school year.
2. The Board shall pay Lerch Vinci & Higgins, LLP for all services rendered to the Board to the date of this termination.

**R3.10 Resolution to reappoint Board Attorney, Fogarty & Hara**

**BE IT RESOLVED** that the Secaucus Board of Education does hereby appoint the law firm of Fogarty and Hara to be the Secaucus Board of Education School Board Attorney for the period July 1, 2012 to June 30, 2013; and

**NOW, THEREFORE BE IT RESOLVED**, that the services of the law firm shall be charged to the Secaucus Board of Education at the rates listed below:

Partner	\$165.00/hour
Associate	\$145.00/hour
Paralegal	- 0 -

**R3.11 Approval to award lease purchase**

WHEREAS, the Secaucus Board of Education (hereinafter referred to as the “Board or the “Lessee”) is a public school district of the State of New Jersey (hereinafter referred to as the “State”) and is duly organized and existing pursuant to the Constitution and laws of the State; and

WHEREAS, the Board has determined to lease purchase finance the acquisition of school buses, security systems, computers, boilers, doors and related equipment (hereinafter referred to as the “lease purchase”); and

WHEREAS, pursuant to applicable law, the Board is authorized to acquire, dispose of and encumber real and personal property, including, without limitation, rights and interests in property, leases and easements necessary to the functions or operations of the Board; and

WHEREAS, the Board hereby finds and determines the execution of one or more lease-purchase agreements (“Equipment Leases”) in the principal amount not exceeding \$750,000.00 (“Principal Amount”) for the purpose of acquiring the school buses, security systems, computers, boilers, doors and related equipment (“Property”) and to be described more specifically in the Equipment Leases is appropriate and necessary to the functions and operations of the Lessee; and

WHEREAS, the Middlesex Regional Educational Services Commission Lease Purchase Bidding/Financial Advisory Service (hereinafter referred to as the “MRESC”) served as financial advisor (hereinafter referred to as the “Financial Advisor”) and conducted a competitive bid (hereinafter referred to as the “Bid”) for the lease purchase; and

WHEREAS, MRESC has determined that the bid submitted by Global Strategic, LLC is the lowest responsible bid; and

WHEREAS, the Board concurs with this determination and desires to award the bid for the lease purchase to Global Strategic, LLC, with First Niagara Bank acting as the Lessor under the Equipment Leases; and

WHEREAS, the Acting School Business Administrator has documented that the school buses, security systems, computers, boilers, doors and related equipment and lease purchase best meet the needs of the School District; and

WHEREAS, the Board may pay certain capital expenditures in connection with the property prior to its receipt of proceeds of the Equipment Leases (hereinafter referred to as "Lease Purchase Proceeds") for such expenditures and such expenditures are not expected to exceed the Principal Amount; and

WHEREAS, the U.S. Treasury Department regulations do not allow the proceeds of a tax-exempt borrowing to be spent on working capital and the Board shall hereby declare its official intent to be reimbursed for any capital expenditures for Property from the Lease Purchase Proceeds.

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby awards the bid to lease purchase finance the acquisition of school buses, security systems, computers, boilers, doors and related equipment to Global Strategic, LLC, with First Niagara Bank serving as the Lessor under the Equipment Leases in the amount of \$750,000.00 at the nominal annual rate of 1.484% together with applicable costs and fees. The aggregate original principal amount of the Equipment Leases shall not exceed the Principal Amount and shall bear interest as set forth in the Equipment Leases and the Equipment Leases shall contain such options to purchase by the Lessee as set forth therein.

2. The Board's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Board as set forth in each Equipment Lease and the Lessee's obligations under the Equipment Leases shall not constitute general obligations of the Board under the laws of the State.

3. It is hereby determined that the acquisition of the property by lease purchase financing is permitted under the laws governing the Board.

4. The Board anticipates that it may pay certain capital expenditures in connection with the Property prior to the receipt of the Lease Purchase Proceeds for the Property. The Board hereby declares its official intent to use the Lease Purchase Proceeds to reimburse itself for Property expenditures. This section of the Resolution is adopted by the Board for the purpose of establishing compliance with the requirements of Section 1.150-2 of Treasury Regulations. This section of the Resolution does not bind the Board to make any expenditure, incur any indebtedness, or proceed with the purchase of the Property.

5. As to each Equipment Lease, the Board reasonably anticipates to issue not more than \$10,000,000 of tax-exempt obligations (other than "private activity bonds" which are not "qualified 501(c)(3) bonds") during the calendar year in which each such Equipment Lease is issued and hereby designates each Equipment Lease as a qualified tax-exempt obligation for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended (hereinafter referred to as the "Code").

6. This award is expressly conditioned upon the Lessor providing a lease agreement with terms that are acceptable to the Board and in compliance with all applicable law.

7. The Board President and the Board Secretary are hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements) as the Board President and the Board Secretary deem necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Leases are hereby authorized.



8. The Board authorizes the Board President and the Board Secretary to approve any changes or deletions to the lease purchase agreement and related documents as may, in the judgment of the Board attorney be necessary, advisable and in the best interest of the Board.

9. The Board hereby delegates the Board President and the Board Secretary the authority to execute the lease purchase agreement and all other related financing documents with the low bidder, Global Strategic, LLC, with First Niagara Bank serving as the Lessor and purchaser of the lease purchase. The Lease is hereby designated as a “qualified tax-exempt obligation” for purposes of Section 265(b)(3)(ii) of the Internal Revenue Code of 1986, as amended. The Board President and the Board Secretary are further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the Equipment Leases authorized by this resolution as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Code.

10. This resolution shall take effect immediately.

**R3.12 Approval to accept** Sidebar Agreement for Custodial Summer Hours

**R3.13 Approval of Out of District Tuition** for a Special Education Student P.R. at the A. Harry Moore School, Jersey City, NJ effective July 1, 2012

**R3.14 Approval of** proposed 2012-2013 Use of School Facilities Fees

4. **Safety/Security/Buildings & Grounds**  
Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion R4.1 through R4.5  
**Recommended Board Action for the following:**

**R4.1 Approval of In-District transportation of students**

BE IT RESOLVED the Secaucus Board of Education approve the transportation of students to and from schools and to any location within the Town of Secaucus for the purpose of practices, programs, orientations, ceremonies, etc and

BE IT FURTHER RESOLVED, the locations of the Arthur F. Couch Performing Arts Center, Secaucus Municipal Center, Secaucus Public Library, Buchmuller Park, Secaucus Town Pool and Allied Junction be included for the purpose of in-district field trips.

**R4.2 Approval of Coordinated Transportation Services with Hudson County Schools of Technology**

BE IT RESOLVED, that the Secaucus Board of Education authorize the Board Secretary/Business Administrator to enter a joint agreement with the Hudson County Schools of Technology, a coordinated transportation services agency (CTSA) as “Host District” and Secaucus as “Joiner District” for school year 2012-2013; and

BE IT FURTHER RESOLVED, that the Secaucus Board of Education will provide the assignment of a bus aide, if necessary, to all routes.

**R4.3 Approval of membership in the North Hudson Drug and Alcohol Consortium for school year 2012-2013**

BE IT RESOLVED, that the Secaucus Board of Education authorize the Board Secretary/Business Administrator to enter into membership of the North Hudson Drug and Alcohol Consortium for the 2012-2013 school year.

**R4.4 Approval of in-district and out-of-district Special Service transportation routes for the 2012/2013 school year.**

**R4.5 Approval of transportation of students for Board sanctioned clubs and teams.**

**5. Technology Committee**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion R5.1

**Recommended Board Action for the following:**

**R5.1 Approval of the adoption and implementation of *Real Time* (Student Information System) for the 2012-2013 school year.**

**6. Policy Committee**

**7. Athletic Committee**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the recommendation of the Superintendent to approve and adopt motion R7.1

**Recommended Board Action for the following:**

**R7.1 Approval of membership with the NJ State Interscholastic Athletic Association for school year 2012-2013**

**BE IT RESOLVED**, that the Secaucus Board of Education, as provided in Chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) enrolls Secaucus High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA for the school year 2012-2013.

**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:**