

**SECAUCUS BOARD OF EDUCATION
REGULAR MEETING AGENDA
DATED: August 25, 2011
REVISED**

- A. Call to Order – Mr. Salvatore Manente, 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. 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.1 Motion to Authorize the advertisement for bids of Gasoline and Fuel**
 - M.2 Motion to Authorize the advertisement for bids for the disposal of
fuel.**
- 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 the 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.

1. School Government:

Recommended Board Action for the following:

R1.1 Approval to appoint Linda Wilhelm as Interim Principal at Huber Street School, effective July 1, 2011, to fill Principal vacancy created by Fred Ponti. Retroactive pay of \$10,000 to compensate for Director of Elementary Education position.

R1.2 Approval to appoint the following personnel:

Debbie Bittiger as Purchasing Specialist effective September 1, 2011, salary \$40,000.

Michelle Garrett as Payroll Specialist, effective September 1, 2011, salary \$50,000.

Christopher Innis as Social Studies Teacher at MS/HS, effective September 1, 2011 replacing Jane Rozic, who retired, salary BA Step 1\$55,414.

R1.3 Approval to appoint the following Leave Replacement Teachers:

Dawn Leon, Maternity Leave Replacement Teacher, 4th Grade at Huber Street School replacing Nicole Hernandez, effective September 7, 2011- January 27, 2012, salary \$55,414 (prorated).

Suzanne Spiekermann, Child Rearing Leave Replacement Teacher, 2nd Grade at Clarendon School, replacing Lisa Smith-Bonin, effective September 7, 2011- June 30, 2012, salary \$55,414 (prorated).

Jennine Peduto, Replacement Teacher, 4th Grade at Clarendon School, replacing Lisa Jaramillo, effective September 26, 2011- December 2, 2011, salary \$80/per day.

Thiago V. Leite as English Replacement Teacher at Secaucus High School, replacing Maria Brislin, effective September 7, 2011 - January 13, 2012, salary \$55,414 (prorated).

John F. Cerutti as Science Replacement Teacher at Secaucus High School, replacing Jessica O'Brien, effective September 7, 2011- January 13, 2012, salary \$55,414 (prorated).

Steve Kniesel, MS/HS Special Education Replacement Teacher, replacing Anna Falco effective September 1, 2011 - June 30, 2011, salary \$55,414 (prorated).

Danielle Cartaxo, Maternity Leave Replacement Special Education Teacher replacing Mary Cate Binetti, effective September 7, 2011 - November 30, 2011, salary \$80/day.

- R1.4** Approval of revised Job Descriptions for the following:
Director of Special Services/Special Programs/Guidance
Human Resource Specialist
- R1.5** Approval to revise job title of Director of Information Technology to Manager of Information Technology.
- R1.6** Approval to accept the Department Chairpersons Contract for the 2011-2013 school years.
- R1.7** Approval to offer 2011-2012 contract to Edward Walkiewicz, Business Administrator with no salary increase.
- R1.8** Approval to compensate Yesenia Howell as the Affirmative Action Officer a stipend of \$8000 for the 2011-2012 school year.
- R1.9** Approval to transfer Marilyn Sinisi from High School Part time Library Clerk to Huber Street School, Main Office, replacing Michelle Garrett, who was promoted effective September 1, 2011., salary \$33,614.
- R1.10** Approval to reassign Cheryl Rhiel from part-time Clerk to full-time Library Clerk at MS/HS, salary \$34,014.
- R1.11** Approval to post compensation for:
MS/HS Special Education Orientation Program:
1 Middle School Special Education Teacher
1 High School Special Education Teacher
1 Middle School Case Manager
1 High School Case Manager
Compensation: 2 hrs x \$35/hr = \$70 each
- R1.12** Approval to compensate Dario Sforza for the Career Internship Program effective June 28, 2011-August 4, 2011 at the rate of \$35/hr x 182 hrs.= \$6370.

R1.13 Approval to accept sidebar agreement to close school district on Fridays, effective August 5, 2011- September 2, 2011.

R1.14 Approval to accept the following resignations and post the following positions:

- ✓ Jessica Siemes, Guidance Counselor at Clarendon School, effective November 1, 2011. (60 days notice or upon replacement)
- ✓ Melissa Lawson as Color Guard Coach at Secaucus High School
- ✓ Heather Aciz as Assistant Volleyball Coach

R1.15 Approval to appoint Substitute Teachers for the 2011-2012 school year.

R1.16 Approval to post the following Extra Curricular (.5) stipend positions for the 2011-2012 school year:

- | | |
|---|--------------------------------------|
| Activity Fund Treasurer | Art Show & Judging |
| Builders Club (Kiwanis) | Challenge Club |
| Character Education | Computer Club |
| Creative Dance Club | HS Music Play Director |
| District Science Fair Coordinators (2) | Drama Club/HS Musical Production |
| Elementary Annual Advisor | Elementary Band Advisor |
| Elementary Chorus | Elementary Drama Club |
| Elementary Environmental Trip Coordinator | |
| Elementary Science Fair Coordinator | Elementary Science Trip Chaperon |
| Foreign Language Club Advisor | Foreign Language Honor Society |
| Forensics/Mock Trial | National Technology Student Assoc. |
| Weight Room Coordinators | |
| Newspaper Advisor | Freshman - Class 2012 |
| H.S. Jazz Band Advisor | H.S. Newspaper |
| Junior Math Club | Key Club Advisor |
| Marching Band Director | Media Technology Club |
| Metamorphosis Magazine Advisor | Middle School Yearbook |
| MuAlpha Theta Advisor | National Honor Society Advisor |
| Junior National Honor Society | National Technology Student Assoc. |
| Play Producer | Play Director |
| SGO Advisor (Clarendon) | SGO Advisor (Huber St.) |
| SGO Advisor (Middle School) | SGO Advisor (High School) |
| Seventh & Eighth Advisor | SITE (Engineering & Technology Club) |

R1.17 Approval to post the following Coordinator positions for the 2011-2012 school year:
Business Technology Coordinator Future Teacher Academy Coordinator
Freshman Transition Coordinator Service Learning Coordinator
Channel 34 Manager IDEA Coordinator
Media Coordinator Special Education Technology Coordinator
Career Education & Internship Coordinator
Special Education Transition Coordinator

R1.18 Approval to post the following Elementary Coaching positions for the 2011-2012 school year:
(2) Basic Skills/Literacy
(2) Basic Skills/Math

R1.19 Approval to appoint the following Anti-Bullying Specialists for the 2011-2012 school year as per **N.J.A.C. 52::17B-71.8**:

Susan Smahl, Coordinator
Clarendon School - TBD
Huber Street School - Jamie Viggiani
Secaucus Middle School - Jill Priest
Secaucus High School - Christine Calabrese

R1.20 Approval to appoint Margaret Barkala, District Treasurer for the 2011-2012 school year at compensation of \$7106.

R1.21 Approval to appoint the following staff members for Kindergarten Screening: Patrice Phemsint, Susan Montone, Faith Ann Rennie and Connie Boruch, at \$35/hrs up to a maximum of 32 hours.

R1.22 Approval to appoint the _____ Supervisor of Buildings and Grounds, effective September 16, 2011, salary \$90,000.

2.

Curriculum:

Recommended Board Action for the following:

- R2.1** Approval of implementation of the following curricula and textbooks:
- Curricula:
 - K-2 Math
 - Middle School After-School PASS Program
 - Meteorology Cycle Curriculum – Grade 8
 - Freshman Seminar
 - Art History
 - Textbooks:
 - *The Wednesday Wars* – 7th Grade Curriculum
 - *Microsoft Office 2007 Fundamentals* – 7th/8th Grade Tech Class
 - *The Alchemist* – 10th Grade Curriculum
 - *Sleeping Freshmen Never Lie* – High School Writer’s Workshop
 - *The Marriage and Family Experience* – High School Sociology of the Family Course
- R2.2** Approval of renewal for AY 2011-12 and amendments for agreement with NJCU (New Jersey City University) for Future Teacher Academy Course, *Sociology of the Family*.
- R2.3** Approval of the 2011-2012 Secaucus High School Student Handbook.
- R2.4** Approval to issue SBOE email accounts to all students for the 2011-2012 school year for the purpose of increased communication and dissemination of curriculum related information.
- R2.5** Approval of revision of the School Social Worker/Student Assistance Counselor job description
- 3. Finance**
- Recommended Board Action for the following:**
- R3.1** Approval of Final Bill List – June 30, 2011
- R3.2** Approval of Bill List - July 25, 2011
- R3.3** Approval of Out of District Travel for District Employees
- R3.4** Approval of Out of District Travel for Board Members
- R3.5** Approval of to execute contracts for out of district placement tuition for the 2011-2012 school year.
- R3.6** Approval of FY10 NCLB amendment as submitted to the NJDOE
- R3.7** Approval to designate the State of New Jersey Cash Management Fund as legal depository for school district funds.

- R3.8 Approval to** award vending machine contract to Culinary Ventures Vending.
- R3.9 Approval to** appoint _____ as Health Insurance Broker of Record.
- R3.10 Approval to** authorize allocation of annexed salaries for school year 2011-2012 to IDEA and ARRA Grants
- R3.11 Approval to** award school van #43 to Liberty Motors for the amount of \$520.00
- R3.11 Approval of** reimbursement for School Board members for Criminal History Background Checks

4. Safety/Security/Buildings & Grounds

- R4.1 Approval of** Field Trips
- R4.2 Approval of** In District Routes
- R4.3 Approval to** authorize submission of Pre-K project to NJDOE
- R4.4 Approval to** enter into lease agreement with the Town of Secaucus for Secaucus Board of Education Early Learning Center located at 150 Plaza Center for temporary use to alleviate overcrowding in Elementary Schools **for the cost of One Dollar (\$1.00) as rent for the initial five year term year .**
- R4.5 Approval to** enter into lease agreement between the Town of Secaucus and the Board of Education for premises located at 20 Centre Avenue for use as Administrative Offices for the Board of Education **in the amount of One Dollar (\$1.00) as rent for the initial ten year term of this lease agreement.**
- R4.6 Approval to** dispose of obsolete and irreparable equipment.
- R4.7 Approval to** submit request to Hudson County Board of Education to provide bathroom facilities adjacent to our outside Kindergarten classroom A6 for school year 2011-2012 in lieu of individual bathrooms in each classroom at Clarendon School.
- R4.8 Approval to** submit a renewal application to Hudson County Board of Education for the temporary instructional space at the Secaucus Recreation Center for the 2011-2012 school year.
- R4.9 Approval to** submit an initial application to Hudson County Board of Education for the temporary instructional space at the Secaucus Day Care Center for the 2011-2012 school year.
- R4.10 Approval to** enter into an agreement between the Town of Secaucus and the Board of Education to provide busing services to students residing in Riverside complex(approx. \$34,000).

5. Technology Committee

6. Policy Committee

R6.1 Approval of second readings of the following mandatory policies:

- 2240 – Summer Session (Revised)
- 3125.2 Employment of Substitute Teachers (New)

Harassment, Intimidation, and Bullying Related Policies and Regulations:

- 0144 – Board Member Orientation and Training (Revised)
- 5350 – Pupil Suicide Prevention (Revised)
- 5512 – Harassment, Intimidation, and Bullying (Revised Policy/New Regulation)
- 5600 - Pupil Discipline/Code of Conduct (Revised)
- 8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)

R6.2 Approval to revise Policy #5410 Promotion and Retention for Secaucus Middle School.

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 the 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. Adjournment: