

**SECAUCUS BOARD OF EDUCATION  
REGULAR BOARD MEETING MINUTES  
DATED: December 21, 2017**

President McStowe called the meeting to order at 5:12PM and roll call taken as follows:

**PRESENT:** Messrs: Bartletta Giele, Lewis, McStowe, Ms. O'Connell, Ms. Dellafave, Mrs. Hanley and Ms. Pantoliano

**LATE ARRIVALS:**

**ABSENT:** Ms. Cali

President McStowe declared a quorum present

Also present: Jennifer Montesano, Superintendent  
Grace Yeo, Business Administrator/Board Secretary  
Stephen Fogarty, Board Attorney

President McStowe, 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 Pantoliano, 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 Jersey Journal, and the Bergen Record.

**RESOLUTION**

**INTRODUCED BY:** Ruby Pantoliano

**SECONDED BY:** Joseph Lewis

**WHEREAS**, the Open Public Meetings Act allows for the exclusion from discussion as the public portion of a meeting certain matters as outlined below, and

**WHEREAS**, the Secaucus Board of Education wishes to discuss such matters made and will make such discussion public when a proper conclusion has been reached:

**NOW, THEREFORE, BE IT RESOLVED**, that the Secaucus Board of Education will hold a Closed Executive Session on this date, in accordance with the Open Public Meetings Law, N.J.S.A. 10:4-12b (1), (2), (6), (7) and (8) for the purpose(s) as outlined and described below. These matters will be disclosed to the public as soon as the need for confidentiality no longer applies:

Board Members present unanimously adopted the foregoing Resolution.

Motion by Ruby Pantoliano, seconded by Joseph Lewis, and unanimously adopted by Board Members present to adjourn Executive Session and resume Regular Meeting at 7:00PM.

Motion by Joseph Lewis, seconded by Kathy O'Connell, and unanimously adopted by board members present to accept and approve the October 20, 2017 through November 30, 2017 regular board meeting minutes, with Ms. Cali being absent.

**Showcase:**

Ms. Montesano recognized Gretchen Henkel of the Secaucus Home News for her wonderful coverage of the school and town events. She said she was an advocate for the Secaucus students and always advertised for the school district. She commended on her starting her own newspaper in 1966 but then took over the Home News from her dad in 1994.

Ms. Montesano congratulated the Secaucus High School Soccer team for their recent win in the league. She stated that she hasn't seen that high level of soccer and such comradery. She thanked Coach Somerset for coaching the best season in the history of our school soccer team. She commended their greatest victory being the NJIC tournament. She noted that 7 players earned league honors and certificates of appreciation were given to all soccer players. Ms. Montesano also stated and congratulated Mr. Somerset for being voted Coach of the Year.

Ms. Yeo spoke of Fran Bialkowski retiring and that she was someone who would be missed. She spoke of how many years that they had been co-workers and that she was her go to person. She read of how many superintendents and Business Administrators that she had worked for and with. Her years of knowledge would be hard to replace.

Fran Bialkowski was honored with a plaque, flowers, balloons, and a cake. Board members commented on how much Fran Bialkowski had done for them and that she had been a lifeline to many of them.

Fran Bialkowski said that this wasn't a job to her, it was a pleasure to get up and come to work for the board, staff and students every day. She stated that it was a privilege to work with the fine Business Administrators, Superintendents, staff and especially Patricia Valente. She stated that the current staff in the board office is the best, they are energetic, smart and willing to do anything. She ended thanking everyone very much.

Board President Jack McStowe honored Joseph Lewis with great appreciation, a plaque for his years and great service to the board.

### **Organization Reports:**

Principal Steven Viggiani was excited to announce that Secaucus School district raised \$63,000 this year for St. Jude. Also stated that Secaucus School district was the #1 school in New Jersey in fundraising for St. Jude as well as # 2 in the country for fundraising.

Principal Linda Wilhelm spoke of honoring retiring nurse Joyce Corcoran and that Huber Street paid tribute to her during an assembly.

Principal Robert Berckes was happy to report of the fundraising the high school had done for St. Jude as well as food pantry donations and Toys for Tots donations. He was excited to announce that January 4, 2018 would be Alumni Day, where former students speak to current students on life after high school and how Secaucus High School prepared them for their future.

Principal Robert Valente welcomed 3 new staff members Vickie Bennett, Coleen Mason and Emanuela Adolina to the Middle School. He stated how very honored and excited that Middle School Teacher ToniAnn Palmisano was chosen as the Milken Family Foundation award winner. It was a great day and she received \$25,000, the story was run on Channel 2, and Channel 12. He thanked the NJDOE, the superintendent, Mayor Michael Gonnelli and all board members and administration for making the presentation such a success.

Building principals congratulated Gretchen Henkel on her work in the Home News and that she would be greatly missed. They all thanked and congratulated Joseph Lewis for his service on the board of education. They all congratulated their chorus and band instructors on their wonderful holiday concerts. They all wished Fran Bialkowski well on her retirement.

### **Superintendent Report:**

Recommended action on resolutions and motions to be presented under Committee Reports. Ms. Montesano presented the Harassment/Intimidation/Bullying (HIB), six month review, findings as reported for the period December 1, 2017 through December 21, 2017.

Ms. Montesano stated that in her 19 years in education she's never seen the caliber of talent at the shows she has seen in all of our schools. Ms. Montesano congratulated all of the chorus and band teachers for their dedication and is looking forward to the spring concerts.

Ms. Montesano was moved by the award given to ToniAnn Palmisano of the middle school from the Milken Foundation. She congratulated Middle School Principal Robert Valente for keeping the secret and preparing for this wonderful award. She was happy for the support from miscellaneous dignitaries, the New Jersey Commissioner of Education and the Milken Foundation. She was proud that one of our teachers were honored with such a prestigious award. She stated that she was completely honored and proud to be here and wished everyone Happy Holidays.

Ms. Montesano stated that Fran Bialkowski was the first person she met in the district. She stated that she was warm and welcoming. She said Fran set the tone for her and thanked her.

Motion by Mrs. Pantoliano, seconded by Mr. J. Lewis and unanimously adopted by Board Members present to accept the report; which is available at the Administrative Offices for review.

**Business Administrator/Board Secretary Report:**

Recommended action on resolutions and motions to be presented under Committee Reports.

Ms. Yeo wished everyone a Merry Christmas and Happy New Year!!

**Public Agenda Comments:**

**Committee Reports and New Business**

**GOVERNANCE COMMITTEE**

**1.Human Resources**

**R1.1**

**RESOLUTION**

**INTRODUCED BY:** Norma Hanley

**SECONDED BY:** Joseph Lewis

**BE IT RESOLVED**, that the Secaucus Board of Education hereby appoint the following individuals, as recommended by the Superintendent of Schools:

Colleen Mason

School Secretary

**Compensation:** \$ 42,877

**Account #11-000-240-105-000-15**

**UPC # 240.MS.SCHS.MS.15**

**Effective Date:** on or before 12/18/2017

**R1.2**

**RESOLUTION**

**INTRODUCED BY:** Norma Hanley

**SECONDED BY:** Joseph Lewis

**BE IT RESOLVED**, that the Secaucus Board of Education hereby appoint the following individuals, as recommended by the Superintendent of Schools:

Dominic A. Gravina

Custodian

**Compensation:** \$ 45,479

**Account # 11-000-262-100-013-19**

**UPC # 262.CL.CUST.NA.19**

**Effective Date:** 01/01/2018

**R1.3**

**RESOLUTION**

**INTRODUCED BY:** Norma Hanley

**SECONDED BY:** Joseph Lewis



**R1.7**

**RESOLUTION**

**INTRODUCED BY:** Norma Hanley

**SECONDED BY:** Joseph Lewis

**WHEREAS**, on or about December 20, 2017, employee 4177 of the Secaucus Board of Education (hereinafter referred to as the “Board”), was notified by the Superintendent of Schools that said employee was to be suspended with pay pursuant N.J.S.A. 18A:25-6.

**NOW, THEREFORE, BE IT RESOLVED** that the Board shall continue the suspension of the employee with pay pending a further investigation and, thereafter, a determination by the Board as to what further action, if any, shall be taken.

The foregoing resolutions were adopted by a roll call vote as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Lance Bartletta	X			
Joan Cali				X
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O’Connell	X			
Ruby Pantoliano	X			

**2.Policy** – No Report

**3..Shared Services** - No Report

**4.Legislation** – No Report

**EDUCATION COMMITTEE**

**5. Curriculum**

**R5.1**

**RESOLUTION**

**INTRODUCED BY:** Kathy O’Connell

**SECONDED BY:** Ruby Pantoliano

**BE IT RESOLVED:** that the Secaucus Board of Education hereby approves, as recommended by the Superintendent, the annexed Field Trips.

The foregoing resolutions were adopted by a roll call vote as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Lance Bartletta	X			
Joan Cali				X
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O’Connell	X			
Ruby Pantoliano	X			

**6. Athletics** – No Report

**7. School Technology** – No Report

**OPERATIONS COMMITTEE**

**8. Finance**

**R8.1**

**RESOLUTION**

**INTRODUCED BY:** Joseph Lewis

**SECONDED BY:** Sharon Dellafave

**BE IT RESOLVED:** that the Board of Education approve the check register, as submitted by the Business Administrator/Board Secretary to pay bills and claims in the amount of \$1,284,163.30.

**R8.2**

**RESOLUTION**

**INTRODUCED BY:** Joseph Lewis

**SECONDED BY:** Sharon Dellafave

**BE IT RESOLVED:** the Report of Transfers submitted by the Business Administrator/Board Secretary for the month of October within the various appropriations for the 2017-2018 school year as shown on the annexed report.

**R8.3**

**RESOLUTION**

**INTRODUCED BY:** Joseph Lewis

**SECONDED BY:** Sharon Dellafave

**BE IT RESOLVED,** that pursuant to N.J.A.C. 6:20-2.12(e), we certify that the Financial Reports of the Business Administrator/Board Secretary and the Treasurer of School Monies, as presented by the School Business Administrator for the month(s) of October be placed on file. The Reports are in agreement. The Board of Education, after review of the Secretary’s Financial Reports (Appropriations Section) and upon consultation with the appropriate district officials, hereby certifies to the best of our knowledge, no major account or funds have been over expended in violation of N.J.A.C. 6:20-2.23(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**R8.4**

**RESOLUTION**

**INTRODUCED BY:** Joseph Lewis

**SECONDED BY:** Sharon Dellafave

**BE IT RESOLVED,** that the Secaucus Board of Education hereby authorizes the Business Administrator and President to execute contracts for out of district placement tuition for the 2017-2018 school year for:

Student ID #	Placement	Amount
15867	Bergen County Special Services Physical Therapy	\$ 4,937.50
15867	Bergen County Special Services Occupational Therapy	\$ 4,937.50

15867	Bergen County Special Services Speech Therapy	\$ 4,937.50
15867	Bergen County Special Services Home Instruction	not to exceed \$ 4,020.00
15868	Bergen County Special Services Physical Therapy	\$ 4,937.50
15868	Bergen County Special Services Occupational Therapy	\$ 4,937.50
15868	Bergen County Special Services Speech Therapy	\$ 4,937.50
15868	Bergen County Special Services Home Instruction	not to exceed \$ 4,020.00
16384	Commission for the Blind and Visually Impaired	\$ 3,178.00

**R8.5**

**RESOLUTION**

**INTRODUCED BY: Joseph Lewis**

**SECONDED BY: Sharon Dellafave**

**BE IT RESOLVED**, that the Secaucus Board of Education hereby authorizes the Business Administrator to execute the contract with Spectrum Works, Inc. located at 565 Windsor Drive Secaucus, NJ 07094 to provide job training to high school students and young adults with Autism at a cost of \$32.00 per hour/per student.

**R8.6**

**RESOLUTION**

**INTRODUCED BY: Joseph Lewis**

**SECONDED BY: Sharon Dellafave**

**WHEREAS**, the Secaucus Board of Education designated on June 15, 2017 the official newspapers for the Secaucus District as:

The Secaucus Home News  
Jersey Journal

**WHEREAS**, on November 30, 2017 The Secaucus Home News published its last edition; and

**BE IT RESOLVED**, that the Secaucus Board of Education does hereby designate the following as official newspapers to receive notices of meetings:

Jersey Journal  
Bergen Record

**BE IT FURTHER RESOLVED**, that notices of meetings of the Board of Education will be posted in the Administrative Office, Town Clerk Office and posted on the district's website.

**R8.7**

**RESOLUTION**

**INTRODUCED BY: Joseph Lewis**

**SECONDED BY: Sharon Dellafave**

**BE IT RESOLVED**, that the Secaucus Board of Education hereby approves the annexed employee salaries for school year 2017-2018 as of December 15, 2017.

**R8.8**

**RESOLUTION**

**INTRODUCED BY: Joseph Lewis**





Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O'Connell	X			
Ruby Pantoliano	X			

**9. Safety/Security – Buildings & Grounds**

**R9.1**

**RESOLUTION**

**INTRODUCED BY: Joseph Lewis**

**SECONDED BY: Kathy O'Connell**

**BE IT RESOLVED**, that the Secaucus Board of Education hereby authorizes the Business Administrator to submit the 2018-2019 M1 (Comprehensive Maintenance Buildings and Grounds) to the Interim Executive County Superintendent.

The foregoing resolutions were adopted by a roll call vote as follows:

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Lance Bartletta	X			
Joan Cali				X
Sharon Dellafave	X			
Louis Giele	X			
Norma Hanley	X			
Joseph Lewis	X			
John McStowe	X			
Kathy O'Connell	X			
Ruby Pantoliano	X			

**M9.1 Approval** to dispose of printers which are obsolete and irreparable.

**10. Technology** – No Report

**Public General Comments** –

Nancy Lynch (SEA President) wished everyone a Merry Christmas and a Happy New Year. Thanked Joseph Lewis for his service on the board. Wished Fran Bialkowski a happy retirement and said she would miss her. Thanked Gretchen Henkel for her coverage in the Home News.

John Gerbasio (and his wife) thanked Fran Bialkowski for going above and beyond in her position. He (and his wife) wished Joseph Lewis luck in his upcoming marriage and wished everyone a Merry Christmas.

**Board Member Comments**

All board members thanked Gretchen Henkel for her coverage and were sad to see her go, congratulated Don Somerset and the Secaucus High School Soccer team, wished Fran Bialkowski well and that they would miss her, congratulated all music teachers and students on their wonderful holiday concerts, wished Joseph Lewis good luck and thanked him, congratulated Toni Ann Palmisano on receiving the Milken Foundation award, congratulated the St Jude committees for their fundraising efforts, thanked Administration, Faculty, Staff and PTA's for their dedication.

Joseph Lewis said it was honor to serve on the Board of Education. He based every decision on the best interest of the district, students and tax payers. He said it was bittersweet leaving, he has

many great memories and that he would miss every one. He would miss working with Ms. Yeo and that teachers are the front line and appreciated them all.

Motion by, Joseph Lewis seconded by Ruby Pantoliano, and unanimously adopted by Board Members present to adjourn the regular meeting at 8:20PM

Respectfully submitted,

Grace Yeo,  
Board Secretary