

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BOARD MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

**Tuesday, December 12, 2017
8:00 pm**

1. Flag Salute

2. Notice of Meeting

I hereby make this statement to indicate compliance with the Open Public Meetings Act known as Chapter 231 of the Public Laws of New Jersey, 1975, which became effective 90 days after enactment, January 19, 1976.

Notice of this meeting was given by providing the location, time and date of this meeting, and posting of the same on the front door of the Board of Education offices, by delivering copies to the Borough Hall and the Metuchen Public Library, The Home News and Tribune, The Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

3. Roll Call

Mr. Benderly	P	Mr. Manley	P
Ms. Gibson	P	Ms. McGuire	P
Ms. Killean	P	Mr. Small	A
Mr. Lifton	P	Mr. Suss	P
Ms. Lunt	A		

4. Presentation/Discussion Items

• **Showcase of Success**

❖ **MHS Winter Concert Preview**

The MHS Jazz Ensemble, under direction of John Messenger, played
Let it Snow! Let it Snow! Let it Snow!

❖ **Edgar Middle School Undefeated Girls Cross Country Team**

<i>Nicole Bellows</i>	<i>Mary Malague</i>
<i>Mary Katherine Cummings</i>	<i>Catie McGuinness</i>
<i>Anna Davis</i>	<i>Faith Mei</i>
<i>Annabelle Fedun</i>	<i>Alexandra Miller</i>
<i>Kayla Gawronski</i>	<i>Jaya Rao</i>
<i>Jaimie Hong</i>	<i>Mairead Rivera</i>
<i>Ximena Johnstone</i>	<i>Caroline Schleif*</i>
<i>Lauren Kantar</i>	<i>Samantha Schulz</i>
<i>Anika Kundu</i>	<i>Anna Weissblum</i>
<i>Makenna Lamela</i>	<i>Hannah Zhang</i>
<i>Cindy Li</i>	<i>Cecelia Zuniga</i>
<i>Sara Lignell</i>	

**Caroline Schleif: Cross Country Individual Middle School Champion*

❖ **Metuchen High School Boys Cross County Champions
State Sectional Champions**

*Jacob Beacher**
Ravi Chawla
Divij Gupta
Caelan Johnson
Edward Malague
Steven Tang
Alexander Yakowenko

**Jacob Beacher: GMC Individual Champion*
Marty Holleran: Blue Division Coach of the Year

❖ **Metuchen High School Girls Cross Country Champions
White Division Champions, Central Jersey Group I Sectional
Champions, Group I Champions**

Emma Kacani
Joy Li
Lauren Lobdell
Camille Lussier
Tasha Pais
Nina Suss
Bridget Thomas

Kelli Holleran: White Division Coach of the Year

❖ **Metuchen High School Girls Tennis Champions
Blue Division Champions**

<i>Madeleine Fenner</i>	<i>Laura Knecht</i>	<i>Erika Rems</i>
<i>Isabelle Hong</i>	<i>Kate McGrath</i>	<i>Ilana Rosen</i>
<i>Katie Hong</i>	<i>Sonia Mersich</i>	<i>Meghna Trehan</i>
<i>Marina Jones</i>	<i>Palak Parikh</i>	<i>Ilakiya Udhayakumar</i>
<i>Jiyeon Kang</i>		

❖ **Metuchen High School Girls Soccer Champions**
Blue Division Champions

<i>Grace Allar-Wetzel</i>	<i>Skye Nowicki</i>
<i>Kerri Farrell</i>	<i>Kate Santus</i>
<i>Erin Hausser</i>	<i>Drew Schuchman</i>
<i>Rory Josell</i>	<i>Kendall Schuchman</i>
<i>Hope Kenny</i>	<i>Mya Stolarski</i>
<i>Christine Laskowski</i>	<i>Natalie Tiu</i>
<i>Sophie Lipshutz</i>	<i>Molly Walters</i>
<i>Juliana Mullen</i>	<i>Margaret Zeng</i>

Mike Knoth: Blue Division Coach of the Year

❖ **Metuchen High School Field Hockey Champions**
GMC Champions

<i>Alexandra Battaglia</i>	<i>Lydia Lepinski</i>
<i>Sophia Caposino</i>	<i>Katherine Lobdell</i>
<i>Anna Capron</i>	<i>Amelia Lorenzo</i>
<i>Kamryn Chaudry</i>	<i>Elena Lorenzo</i>
<i>Melonnie Esguerra</i>	<i>Diana Misrahi</i>
<i>Alexandra Glutz</i>	<i>Natalie Reid</i>
<i>Emily Glutz</i>	<i>Hannah Silverman</i>
<i>Lauren Hausser</i>	<i>Julia Silverman</i>
<i>Sarah Jeney</i>	<i>Marisa Toomey</i>
<i>Maeve Kenny</i>	<i>Jodie Zeng</i>
<i>Noelle Leaf</i>	

• **Presentation**

- ❖ Honored Board Member Jackie Gibson
- ❖ Audit 2016-2017: Mr. Robert Foder and Mr. Adam Hartzel from Baker Tilly LLP presented the results of the 2016-2017 school year audit
- ❖ Districtwide PARCC Growth Data – Mr. Cohen

5. Report of the President of the Board of Education

Mr. Benderly attended the Garden State Coalition of Schools meeting with Mr. Cohen on December 6, 2017.

6. Report of the Superintendent of Schools

Nothing at this time.

7. Report of the Business Administrator/Board Secretary

Mr. Harvier presented the treasurers report, secretary's report and bill list.

8. Committee Reports

The policy and athletic committees have not met since the last meeting.

Technology: Report given by Mr. Manley.

Board Meeting Minutes – December 12, 2017

Finance: Report given by Mr. Hariver.

Curriculum: Report given by Mr. Benderly

9. New Business

Discussion on the 2018-2019 school year calendar.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

November 28, 2017	Special Business Meeting (1)
November 28, 2017	Special Executive Meeting (2)
November 28, 2017	Board Meeting

Mr. Benderly
Moved

Mr. Manley
Seconded

Motion Carried: (6-1-0) Ms. Killean abstained.

12. Meeting Open to the Public

(for comment on any Presentation/Discussion items, Reports and New/Old Business)

Nothing at this time.

13. Meeting Open to the Public

(for comment on the recommendations of the Superintendent of Schools)

Nothing at this time.

14. Recommendations of the Superintendent of Schools

(at this time, the Board will take formal action on the following items – see attachments)

- A. Personnel
- B. Finance
- C. Policy
- D. Curriculum

15. Meeting Open to Public

Nothing at this time.

16. Announcements

Mr. Suss read announcements.

17. Motion to Go Into Executive Session

(when applicable)

Mr. Benderly
Motioned

Ms. Gibson
Seconded

All in favor

Board Meeting Minutes – December 12, 2017

Resolution to Close Meeting

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, that the Board of Education will now meet in executive session to discuss personnel & negotiations and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED: 10:18 PM

**Personnel Attachment
Section 14, A1-A5**

14. Recommendations of the Superintendent of Schools
(at this time the Board will take formal action on the following items)

A. PERSONNEL

1. Family Leave – Certificated

Move to approve a family leave for Brian Elliott, German Teacher at Edgar Middle/Metuchen High Schools from on or about February 20, 2018 through on or about March 6, 2018.

2. Appointment – Non-Certificated Staff

Move to approve the appointment of Maureen Azzara as a Part-Time Secretary (10 months) at Metuchen High School, at the salary of \$21,280/year (pro-rated) effective January 2, 2018 through June 30, 2018.

3. Appointment – Substitute Paraprofessionals

Move to approve the following substitute paraprofessionals for the 2017-2018 school year:

Name	Position	Pay Rate
Brian Jeney*	Substitute Paraprofessional	\$13/hr.
Jennifer Swenson*	Substitute Paraprofessional	\$13/hr.

*pending criminal background clearance

4. Appointment - Coaches

Move to approve the following coaches for the 2017-2018 school year effective December 13, 2017: (Agenda 8/29/17, Section 14, A44)

Sport	Coach	Position	Step	Stipend
Winter Season				
Wrestling	Nicholas Zaneto	Assistant Coach	3	\$6,259
Wrestling	John McDonald	Volunteer	-	N/A

5. Addition, Rescission & Name Change – Co-Curricular

Move to approve the following addition, rescission and name change of co-curricular information for the 2017-2018 school year as shown on the chart listed below: (Agenda 8/29/17, Section 14, A24)

	METUCHEN HIGH SCHOOL	2017-2018	
CLUBS		Stipend	Dec/June
Rescind:			
Gay Straight Alliance (C)	Shawn Doremus	\$ 1,403	\$ 701.50
Add:			
Gay Straight Alliance (C)	Virginia Hixson	\$ 1,403	\$ 701.50
Correction: Name Change			
From Dillon Hernandez to Dillon Fernandes – MHS Guard Instructor			

Mr. Manley
Moved

Mr. Suss
Seconded

Motion Carried: (7-0-0)

**Finance Attachment
Section 14, B1-B6**

B. FINANCE

1. Treasurer of School Monies and Board Secretary’s Reports

Move to approve the Treasurer of School Monies’ Report, Board Secretary’s Report as of October 31, 2017.

2. Payment of Bills

a) Board Secretary’s Certification

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of December 12, 2017 no budgetary line item accounts have obligations and payments which exceed the amount appropriated by the Board of Education.

Michael A. Harvier, Board Secretary

Date

b) Approve the Following Items Submitted by the Board Secretary

Payment of bills and claims, as shown on the attached list(s) that have been certified by the Board of Education and filed in the Business Office.

3. Acceptance of the 2016-2017 School Year Audit (CAFR)

Move to accept the Comprehensive Audit Financial Report (CAFR), the accompanying Report to Management, and the synopsis prepared by the Superintendent, the Business Administrator, and Baker Tilly LLP, with no corrective action necessary for the fiscal year that ended June 30, 2017.

4. Out of District Placements

Move to approve the following out of district placements for the 2017-2018 school year:

Local ID#	Placement	Tuition
02016528	Bancroft School	\$99,506* (pro-rated) (Estimated – awaiting contract)
02016512	ECLC of New Jersey	\$55,548 (pro-rated) effective 12/11/17
02021411	Celebrate the Children	\$58,822.50 (pro-rated) effective 10/12/17

5. Professional Development

Move to approve the following professional development activities as listed on the attached chart:

6. Field Trips

Move to approve the following field trips for students in the Metuchen School District as shown on the attached chart:

Mr. Lifton
Moved

Ms. McGuire
Seconded

Motion Carried: (7-0-0)

**Policy Attachment
Section 14, C1-C2**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for November 27 - December 8, 2017

2. Harassment, Intimidation, and Bullying

Move to affirm the findings of the previously reported cases:

- EMS111717001
- EMS111717002

Mr. Suss
Moved

Mr. Lifton
Seconded

Motion Carried: (7-0-0)

**Curriculum Attachment
Section D, D1**

D. CURRICULUM

1. Nothing at this time.

Board Meeting Minutes – December 12, 2017

Finance Attachment
Section 14, B5 Professional Development

Professional Development for Board Approval				12-12-17			
Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested	Payment Method	FFPI #
12/5/2017	12/5/2017	Inter-District Learning Network	Fitzgibbon, David	CES	\$ -	No cost	
12/5/2017	12/5/2017	Inter-district Learning Network Meeting	Ryder, Karen	Moss	\$ -	No cost	
12/5/2017	12/5/2017	Rutgers School Collaboration	Zaneto, Nicholas	MHS	\$ -	No cost	
1/9/2018	4/3/2018	NJ Department of Children and Families-Child Fatality and Near Fatality Review Board Suicide Sub-Committee	LaFauci, Susan	MHS	\$ -	No cost	
1/10/2018	1/12/2018	Handle With Care "Instructor & (Re) Certification Program"	Trapanese, Alissa	CES	\$ 1,250.00	Other	
1/18/2018	1/18/2018	Model School Visit for CBI, SLE and the 18-21 year old transitions programs.	Karger, Sarah	MHS	\$ -	No cost	
1/19/2018	1/19/2018	United Soccer Coaches Convention	Albanese, Edward	EMS	\$ 580.00	FFPI	18-117
1/19/2018	5/18/2018	NJ DOE Computer Science Task Force	Misuraca, Roseanna	EMS	\$ 35.00	FFPI	18-120
2/26/2018	2/26/2018	NJASPERD Annual Convention	Kuhlthau, Kristen	EMS	\$ 70.00	FFPI	18-118
2/26/2018	2/26/2018	NJASPERD Convention	Gilbert, Melanie	EMS	\$ 75.00	FFPI	18-116
3/8/2018	3/10/2018	ASTA 2018 National Conference	Sato, Elisabeth	MHS	\$ 1,000.00	FFPI	18-119
3/12/2018	3/12/2018	Athletic Director's workshop	Cathcart, John	C/O	\$ 375.00	Other	

**Finance Attachment
Section 14, B6 Field Trip**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
CES	Turtle Back Zoo West Orange, NJ	2 nd Grade students will enhance their study of life cycles of animals.	2 nd Grade Teachers and Paraprofessionals	4/20/18	178
EMS	St. Joseph H.S. Metuchen, NJ	7 th & 8 th Grade Math Competition. Students will meet at St. Joe's,	McCadden Kennedy	1/13/18 (Saturday)	10
EMS	Rutgers Livingston Student Center Piscataway, NJ	6 th Grade STEM G&T students will compete in the Future City Competition.	Henn	1/13/18 (Saturday)	12
EMS	State Theatre New Brunswick, NJ	8 th Grade Orchestra students will attend performance of "Black Violin", classically trained string players who fuse classical music with jazz and hip-hop.	Sato Messenger	4/12/2018	26
MHS	Turtle Back Zoo West Orange, NJ	Career Awareness – behind the scene tour will help foster students' interest in working with animals.	Cichetti Karger Korellis	1/25/18	25
MHS	Joey D's Pizzeria Metuchen, NJ	Italian Club students will sample various types of pizza while celebrating "Carnevale" and discussing Venetian Masks.	Kamin	2/15/18 (after school)	20
MHS	Rodin Museum Philadelphia, PA & The Melting Pot Maple Shade, NJ	Grades 9 – 12 French students will explore life and works of sculptor Auguste Rodin and participate in an authentic fondue culinary experience.	Girin Hanbridge	4/11/18	45