

**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, February 28, 2017

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

4. Presentation/Discussion Items

• Showcase of Success

❖ Campbell Elementary School Geography Bee Winner:
Madison DiFrancesco

❖ Noetic Math Winners

Grade 3

*Katie Chen
Caleb Han
Diwen He
Landon Kim
Erika Mihaylov
Dylan Pierce*

Grade 4

*Kazimer Begonja
Joseph Duhme
Julia Espinosa
Rachel Gould
Kaitlyn Hsueh
Aidan Ogborn*

Grade 3

*Emilio Rossiter
Ryan Stein
Nicholas Timko
James Vissichelli
Manali Weller*

Grade 4

*Ronan Pell
Lucas Valera
Ripley Wong *Perfect Score*

• **Presentation**

- ❖ Mr. Capra presented the special education budget, Mr. Cohen presented the curriculum budget and Mr. Thumann presented the technology budget.

5. Report of the President of the Board of Education

Nothing at this time.

6. Report of the Superintendent of Schools

Nothing at this time.

7. Report of the Business Administrator/Board Secretary

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

8. Committee Reports

Technology:

Report given by Ms. Gibson

Policy:

Report given by Ms. Lunt

Finance:

Report given by Mr. Small

Curriculum:

Report given by Mr. Benderly

Negotiations:

Report given by Mr. Benderly

The athletics committee has not met since the last board meeting.

9. New Business

Nothing at this time.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

February 7, 2017	Special Executive Meeting (1)
February 7, 2017	Special Executive Meeting (2)
February 7, 2017	Board Meeting

Mr. Benderly
Moved

Ms. Lunt
Seconded

Motion Carried: Special Executive Meeting 1 & 2 (6-1-0) Mr. Small
abstained.
Board Meeting (7-0-0)

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

Mrs. Shelly Mintz thanked the board member for their service. Mrs. Mintz is concerned about the growing fear from parents and children in the community with immigration problems and would like clear policy and reassurance that no one will have access to student rosters or records for immigration purposes.

Mr. Eric Mintz – please continue to advance metacognition in the classrooms. Mr. Mintz asked the board to consider making policy copies more accessible and to please stop ICE at school property lines so student can be best served.

Mr. Benderly notified the public that anyone can request copies of policies and pick them up at the board office. The district is working on making them electronically accessible. The district will follow federal and state laws for student privacy. The student's safety and health is the #1 concern for the district.

Shireen Rizvi on behalf of a group of people that are interested in establishing full day kindergarten expressed their concerns that a full day kindergarten is not on the priority list for the board. Although the Moss program is high quality and worthwhile, parents are choosing other options for full day kindergarten because the 2 hours and 55 minutes program is not long enough. Does the board support an initiative for a fully day kindergarten and if so, how? If not, specifically why?

Mr. Benderly indicated that the board has commissioned the architects to conduct a long term facility review which includes full day kindergarten. This is a long process and the board is waiting to see what options are available. Facilities and operating costs maybe substantial but their concerns are not being ignored.

Another member from the full day kindergarten group asked what is the framework to compare fully day kindergarten to other optional programs. Mr. Small indicated that there is support of full day kindergarten from the board, however, the board is tasked with a growing population, and 2 of 4 schools over capacity, maintaining small classes and limited resources.

Another member from the full day kindergarten group asked what is the timeline to report to the board the long range facilities plan? Mr. Harvier responded that the architects are scheduled to meet with finance committee members on March 9, 2017 and possibly reported to the full board within 1 month.

16. Announcements

Mr. Suss read announcements.

17. Motion to Go Into Executive Session

(when applicable)

Mr. Benderly motioned to go into executive session. All in favor.

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 HIB and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED: 10:32 PM

**Personnel Attachment
Section 14, A1-A8**

14. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items)

A. PERSONNEL

1. Retirement

Move to accept with regret the retirement of Rosalie Abrams, Speech/Language Specialist, effective July 1, 2017.

2. Appointment – Leave Replacement

Move to approve the appointment of Cynthia Linkenheld as a leave replacement for Jaclyn Reisman, Special Education Teacher at Metuchen High School from March 1, 2017 through June 22, 2017, at the rate of \$273.61/day.

3. Maternity/Childcare Leave of Absence Revision

Move to approve the revised Maternity/Childcare Leave of Absence dates for Candace Evans, 1st Grade Teacher at Campbell Elementary School from April 21, 2017 to through June 30, 2017.

4. Transfer – Non-Certificated Staff

Move to approve the following paraprofessional transfers effective February 8, 2017:

Paraprofessional	From	Salary	To	Salary
Joenette Hunt	MHS	\$18,872 (pro-rated)	EMS	\$19,454 (pro-rated)
Ann Della Salla	EMS	\$19,454 (pro-rated)	MHS	\$18,872 (pro-rated)

5. Appointment – Substitute Teachers

Move to approve the following substitute teachers for the 2016-2017 school year:

Substitute Teacher	Certification	Rate
Andrew Deutchman	Substitute	\$85/day
Anna Nicholls	Substitute	\$85/day
Abeera Omarzai	Substitute	\$80/day
Summer Thomas	Substitute	\$80/day

6. Appointment – Substitute Paraprofessional

Move to approve the following substitute paraprofessional for the 2016-2017 school year:

Substitute Paraprofessional	Rate
Pili Nunez	\$13/hr.

7. Stipend

Move to approve the stipend of \$750 (pro-rated) for Marisol Nunez, Custodian as a result of obtaining her Black Seal License effective March 1, 2017.

8. Rescissions and Additions – Coaches

Move to approve the following rescissions and additions of coaches for the 2016-2017 school year as shown on the chart listed below: (Agenda 6/14/16, XIV, A5, A12 & A13)

Sport	Coach	Position	Step	Stipend
Rescind:				
Baseball (EMS)	William Colavito	Volunteer Coach	-	-
Baseball (MHS) (shared)	Tyler Jackow	JV Coach	2	\$3,006.50
Boys’ Tennis (MHS)	Patricia Mayo	Assistant Coach	3	\$4,655
Softball (MHS)	Hannah Thomas*	Volunteer Coach	-	-
Additions:				
Boys’ Tennis (MHS)	Summer Thomas*	Assistant Coach	1	\$4,428
Softball (MHS)	Hannah Thomas*	JV Coach	1	\$5,680
Softball (MHS)	Jordan Leitner	Volunteer Coach	-	-
Softball (MHS)	Christopher Micak*	Volunteer Coach	-	-
Baseball (MHS)(shared)	William Colavito	JV Coach	1	\$2,840
Spring Track (MHS)	Joseph Keagle	Assistant Coach	1	\$5,597
Spring Track (MHS)	William Schlavis	Assistant Coach	1	\$5,597

*not an employee of the district

Dr. Caputo and Mr. Benderly on behalf of the board members wish Ms. Rosalie Abrams a healthy and happy retirement. Thank you for your service.

Ms. McGuire
Moved

Ms. Lunt
Seconded

Motion Carried: (7-0-0)

**Finance Attachment
Section 14, B1-B9**

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 December 31, 2016.

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 February 28, 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. Budget Transfers

Move to approve budget transfers effective December 31, 2016.

4. Resolution

The Metuchen Board of Education authorizes the Office of Special Services to offer integrated pre-school classes for the 2017-2018 school year. The district will charge a per pupil rate of \$275 per month for a half day program and \$600 per month for a full day placement, unless the placement is required for special education purposes.

5. Resolution

Partial Roof Replacement – Move to approve partial roof replacement at Moss School at a cost not to exceed \$175,000 in accordance with Educational Services Commission of New Jersey Bid IFB # 0117-F awarded to Weatherproofing Technologies.

6. Resolution

Various General Construction and Painting Work at all Four Schools – Move to approve various general construction repairs and maintenance at all four schools in accordance with Ed-Data Bid #6881 and #6891 at a cost not to exceed \$260,000 awarded to Northeastern Interior Services LLC.

7. Nonpublic Security Aid

Move to approve the following nonpublic security aid purchases for the 2016-2017 school year:

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Acad.	Alpha Comm Wireless	3	M-Program	Custom Programming - Radios	\$7.50	\$22.50
Metuchen Christian Acad.	Alpha Comm Wireless			Shipping and Handling		\$10.78
St. Joseph HS	Griffith Electric Supply	1	American Electric	AC poled pk 3m volt fl 40k light fixture	\$565.00	\$565.00
St. Joseph HS	Griffith Electric Supply	6	American Electric	AC poled pk 5m volt fl 40k light fixtures	\$620.00	\$3,720.00
St. Joseph HS	Griffith Electric Supply	7	RAB "MCB"	Mounting Brackets	\$65.00	\$455.00
St. Joseph HS	Scott's Security Systems	1	SK-5496	6-Amp Distributed Power Module	\$475.00	\$475.00
St. Joseph HS	Scott's Security Systems	2	IM-D12180	Rechargeable Battery 12V-18AH	\$99.50	\$199.00
St. Joseph HS	Scott's Security	21	SK-Photo	Photo Detector w/base	\$140.00	\$2,940.00

Board Meeting – February 28, 2017

	Systems					
St. Joseph HS	Scott's Security Systems	5	SK-Pullsa	Addressable Pull Station	\$148.00	\$740.00
St. Joseph HS	Scott's Security Systems	7	BK-P2R	Wall Mount Horn/Strobe	\$159.00	\$1,113.00
St. Joseph HS	Scott's Security Systems	4	BK-SR	Wall Mount Strobe	\$125.00	\$500.00
St. Joseph HS	Scott's Security Systems	3	WG46081004	OAS Plenum Fire Wire 14/2	\$224.00	\$672.00
St. Joseph HS	Scott's Security Systems	4	WG45065504-50	Genesis Plenum Fire Wire 18/2	\$110.00	\$440.00
St. Joseph HS	Scott's Security Systems	1	HD-B	Mounting Board	\$48.67	\$48.67
St. Joseph HS	Scott's Security Systems	18	HD-9N-FS420SCL	Ceiling Tile Fixture Box	\$19.38	\$348.84
St. Joseph HS	Scott's Security Systems	18	HD Backbox	Back box	\$8.00	\$144.00
St. Joseph HS	Scott's Security Systems	25	HD-3-CDY Clips	Wire Support Tile Clips	\$2.70	\$67.50
St. Joseph HS	Scott's Security Systems	10	HD-Firepipe	HD Fire Pipe	\$25.00	\$250.00
St. Joseph HS	Scott's Security Systems	1	HD lock	Breaker Lock	\$13.50	\$13.50
St. Joseph HS	Scott's Security Systems		1A one Tech	15 Hours of Labor Service Tech	\$110.00	\$1,650.00
St. Joseph HS	Scott's Security Systems	4	HCC-HC - TDM-XW	Two DoorPOE Controller White		\$4,840.00
St. Joseph HS	Scott's Security Systems	4	AX-1POWER KIT	6/12 Volt 1.2 Amp Power Kit		\$372.00
St. Joseph HS	Scott's Security Systems	1	HCC-HC-PRONE	Protector Net Software		\$370.00
St. Joseph HS	Scott's Security Systems		Installation	10.5 Hours of Labor Service Tech		\$1,155.00
St. Joseph HS	Scott's Security Systems			Upgrade & Replace Camera's Gym/Parking Lot		\$3,910.00
St. Joseph HS	Scott's Security Systems			Replace Access Control on Campus		\$13,590.00

8. Professional Development

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

9. Field Trips

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

Mr. Small
Moved

Ms. Killean
Seconded

Motion Carried: (7-0-0)

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for February 6 – 20, 2017.

2. Harassment, Intimidation, and Bullying

Move to affirm the findings of the previously reported cases:

- CES012417001
- EMS020317001

3. Resolution

Move to approve the acceptance of agreement N.J.A.O.L. Docket No. EDS-14573-2016 between the Board and parents of student 02028009.

Ms. Lunt
Moved

Ms. McGuire
Seconded

Motion Carried: (7-0-0)

D. CURRICULUM

1. Nothing at this time.

Finance Attachment
Section B8, Professional Development

Professional Development for Board Approval 2-28-17							
Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested	Payment Method	FFPI #
3/9/2017	3/9/2017	Educating the Whole Child: NJASCD	Stike, Brian	EMS	\$ 120.00	Other	
3/9/2017	3/9/2017	Educating the Whole Child: NJASCD	Lopes, Sofia	CES	\$ -	No cost	
3/10/2017	3/10/2017	STEAM Engineering Workshop	Peleg, Sivan	Moss	\$ 50.00	FFPI	17-155
3/10/2017	3/10/2017	NJAMLE Statewide Middle School Conference	Donohue, Linda	EMS	\$ -	No cost	
3/13/2017	3/15/2017	NJ Schools Buildings & Grounds Assoc. Conference	Redmond, Gerard	C/O	\$ 300.00	Other	
3/22/2017	3/22/2017	ESSA Fiscal Responsibilities for non-public Training	Opitz, Amy	C/O	\$ 9.30	Other	
3/22/2017	3/22/2017	ESSA: Fiscal Requirements for Nonpublic School Services	Cohen, Richard	C/O	\$ 9.30	Other	
3/22/2017	6/14/2017	Mindfulness Training for Teachers	Keane, Gina	Moss	\$ 130.00	No cost	
3/23/2017	3/23/2017	Bomb Threat Assessment: Awareness & Response	Harvier, Michael	C/O	\$ -	No cost	
3/31/2017	3/31/2017	Analyzing & Constructing Salary Guides	Harvier, Michael	C/O	\$ 149.00	Other	
4/1/2017	4/1/2017	NJAKE Spring Conference with Alice Christie	Spring, Christina	Moss	\$ 60.00	FFPI	17-157
5/19/2017	5/19/2017	NJASECD Statewide Conference	Porowski, Edward	CES	\$ 85.00	Other	
4/5/2017	4/5/2017	NJPSA/FEA - LEGAL ONE - English Language Learners & the Law	Khoudja, Derek	C/O	\$ 150.00	Other	

**Finance Attachment
Section B9, Field Trips**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Repertorio Español NY, NY	Spanish 2, 5AP, and 5 Communications students will view a play in Spanish about the evolution of governing powers in Spanish speaking Caribbean countries. Lunch sampling Cuban food.	R. Kamin K. Flores D. Scala S. Karger	5/23/17	50
MHS	Philadelphia Museum of Art Philadelphia, PA	Grades 9-12 French students will learn about French modern artist, Marcel Duchamp and have fondue lunch at The Melting Pot.	A Girin L. Hanbridge + (1) TBD	5/23/17	40
MHS	Pocono Tree Ventures Bushkill, PA	Outdoor Wellness Club students will participate in zip line races and rope courses	A Girin D. Scala	5/30/17	40
EMS	Princeton University Princeton, NJ	7 th & 8 th grade Math Club students will participate in I Learn Math Competition including various problem sets and hands-on activities.	D. Kennedy L. McCadden	3/18/17 (Saturday)	8
EMS	State Museum Planetarium Trenton, NJ	Grade 6 students will visit the state museum planetarium's educational shows on the night sky which corresponds with the science unit on space.	6 th grade team	Change of Date from 5/12/17 to 6/15/17	187
EMS	Laundry Hut South Plfd, NJ	Special Education students will practice social and life skills while participating in the community.	K. Rice 6 paras	3/31/17	7
EMS/CES	Wegman's Woodbridge, NJ	“	K. Rice B. Okoszko 10 paras	3/17/17	14
“	IKEA Elizabeth, NJ	“	“	3/24/17	14
“	Somerset Patriots Game TD Bank Ballpark Somerset, NJ	“	“	4/26/17	14
“	Turtle Back Zoo West Orange, NJ	“	“	5/1/17	14
CES	Turtle Back Zoo West Orange, NJ	2 nd grade students will expand their study of the life cycles of different animals	7 teachers 4 paras 1 nurse	4/21/17	Approx. 172
MHS	First Presbyterian Church Metuchen, NJ	Students in the MHS Band, Chorus and Orchestra will perform a Lenten recital	E. Sato J. Messenger S. Stofa- Krombholz	3/15/17	60