

**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, October 30, 2018
8:00 PM**

1. Call to Order

2. Flag Salute

3. 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 Criterion Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

4. Roll Call

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

5. Presentations/Discussions – nothing at this time

6. District Goals – Dr. Caputo presented District Goals updates on 4 activities: application of social problem solving; safety/security; K-12 computer science curriculum, and scheduling at each school. Ms Paredes, Mr. McPeek, Mr. Porowski and Mr. Cohen reported updates on scheduling at their schools.

7. Reports

- ❖ President’s Report – Mr. Benderly reported that the board met in closed session tonight for a security study presentation from Stonegate Associates. The BOE meetings are no longer live on MeTV, but will be available on-demand on MeTV. The meetings are however, live on Facebook. District Leadership Team met last week.
- ❖ Superintendent’s Report – see District Goals above
- ❖ Business Administrator/Board Secretary’s Report
- ❖ Committee Reports
 - Technology – has not met since last board meeting
 - Finance – has not met since last board meeting
 - Curriculum – has not met since last board meeting
 - Athletics – has not met since last board meeting
 - Personnel – has not met since last board meeting
 - Policy – has not met since last board meeting
 - Municipal Alliance – Mr. Cohen gave report
 - Human Relations Commission – Mr. Small gave report

8. New Business

9. Old Business

10. Approval of Minutes of the Board of Education Minutes

Move to approve the minutes of the following meetings:

October 16, 2018	Special Meeting (1)
October 16, 2018	Special Executive Meeting (2)
October 16, 2018	Board Meeting

Mr. Benderly motioned. Mr. Glassberg seconded. Motion carried: 5-2-0 Mr. Manley and Mr. Small abstained

11. Meeting Open to the Public

(for any topic discussed up to this point in the meeting)

12. Meeting Open to the Public

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

13. Recommendations of the Superintendent of Schools

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

14. Meeting Open to Public *(for anything you wish to discuss)*

15. Announcements – Mr. Glassberg read announcements

16. Motion to Go into Executive Session *(when applicable)*

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

17. Adjournment

Mr. Benderly motioned. Mr. Small seconded. All in favor.

MEETING ADJOURNED: 9:00 PM

PERSONNEL ATTACHMENT
Section 13, A1-7

13. Recommendations of the Superintendent of Schools

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

A. PERSONNEL

1. Appointment –2019 Title IV Grant, MHS Community Service Club

Move to approve the following teachers for the 2019 Title IV Grant, MHS Community Service Club, October 2018 through June 2019, at the teacher contractual hourly rate of \$37/hour, not to exceed a total of \$2,200:

Staff members
Lewandowski, Janis
Karger, Sarah
Abbott, Beth
Kamin, Roseann

2. Approval-RBT Training

Move to approve the following paraprofessionals to be paid their 2018-2019 hourly rate to complete online training modules outside of school hours, not to exceed 45 hours each.

Paraprofessionals
Elizabeth Linthurst
Tara Tay
Debbie DeCerbo

3. Appointment-Special Olympics Play Unified Grant, MHS Unified Club

Move to approve the following staff members for the MHS Unified Club, October 2018 through June 2019, from the Special Olympics Unified Play Grant (Agenda 9/25/18, Section 13, B12):

Name	Stipend
Val Gazda	\$500.00, paid directly from Special Olympics
Deneane Bonassisa	volunteer

4. Appointment-Substitute Teacher

Move to approve the appointment of the following substitute teacher for the 2018-2019 school year:

Substitute Teacher	Certification	Ray Rate
Kelsey Tonnerly	Substitute with degree	\$85/day

5. Appointment-Substitute Custodian

Move to approve the appointment of the following substitute custodian for the 2018-2019 school year:

Substitute Custodian	Pay Rate
Rosalia Torres	\$12.32/hour

6. Maternity Leave of Absence

Move to approve the maternity leave of Gina Young, MES Nurse, from approximately January 29, 2019 to June 6, 2019.

7. Co-Curricular

Move to approve the following additional volunteer MHS clubs for the 2018-2019 school year as shown:

Name of Club	Advisor
Asian Heritage Club	Yoko Kato
Club 116 (Bible Club)	Danielle Scala
MHS Pawdcast	Lynda Wisniewski
Origami Club	Yoko Kato
Outdoor Wellness Club	Anna Girin, Danielle Scala
Physics Club & Astronomy Club	Joe Keagle
Strategy Games Club	TBD & Virginia Hixson
Trainer's Club	Michelle McCorkle
Tri-M Music Honor Society	Elisabeth Sato
Unicef Club	Janis Lewandowski/Val Gazda

Mr. Glassberg motioned. Mr. Suss seconded. Motion carried: 7-0-0

----- end of Personnel items -----

FINANCE ATTACHMENT

Section 13, B1-7

13. Recommendations of the Superintendent of Schools

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

B. FINANCE

1. Contract-Pines Manor for 2019 Prom

Move to approve Pines Manor contract for the 2019 Prom, on May 23, 2019.

2. Treasurer of School Monies and Board Secretary's Reports

Move to approve the Treasurer of School Monies' Report and Board Secretary's Report as of August 31, 2018.

3. 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 October 23, 2018 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.

4. Out of District Placement

Move to approve the following re-entry of out of district student for the 2018-2019 school year, effective October 31, 2018.

Student	School	Tuition
2018040	East Mountain School	Per diem rate of \$343.80

5. Adjustment-Independent Assessments

Move to approve the following rate adjustment for JFK Hospital Central Auditory Processing Evaluation (Agenda 6/26/18, Section 13, B33f)

Provider	Assessment	Rate
JFK Hospital	Central Auditory Processing	Rescind: \$882/evaluation
JFK Hospital	Central Auditory Processing	Approve: \$1,113/evaluation

6. Professional Development

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

7. Field Trips

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

School	Destination	Class/Group/Purpose	Teacher/Advisors	Date(s)	# of Students	Board Cost Transportation	Board Cost Substitutes
MHS	Hoboken Museum	The Italian Club will participate in a walking tour of Hoboken which will focus on the link between architecture and history.	Kamin	11/8/2018	10	-	\$ -
CES, EMS, MHS	Various destination	Community Based Instruction for Self-Contained Classes - to learn social and life skills, to gain independence while out in the community	Okoszko, Rice, Linkenheld, DiSerio, Paras & Nurse	Various Fridays; 11/2 thru 12/14	13	If bus needed: \$42.70; nurse on bus: \$50/hour	\$ -

Mr. Small motioned. Mr. Manley seconded. Motion carried: 7-0-0

----- end of Finance items -----

**POLICY ATTACHMENT
Section 13, C1-3**

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

C. POLICY

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for October 14-October 26, 2018.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- ❖ CES091718001
- ❖ EMS090618001
- ❖ METHS101118001
- ❖ METHS101118002

3. Second Reading of Policies

- ❖ Policy and Regulation 8462 - Reporting Potentially Missing or Abused Children
- ❖ Policy 1613 - Disclosure and Review of Applicant’s Employment History
- ❖ Policy 5561 - Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- ❖ Policy 8561 - Procurement Procedures for School Nutrition Programs

Ms. Lunt motioned. Mr. Suss seconded.

Section 13, C1, C3 and C2 (the last 3 HIB cases only). Motion carried: 7-0-0
Section 13, C2 – HIB case CES091718001 Motion denied: 6-1-0. Mr. Suss voted yes.

----- end of Policy items -----

D. CURRICULUM

Nothing at this time

PD for Board Approval 10-31-18 – as follows:

Start Date	End Date	Activity Title	Last, First Name	Building	Requested_Expense_Total	Method of Payment	FFPI #
10/4/2018	10/4/2018	Suicide R+C2:C21risk Assessment in Schools	Trapanese, Alissa	CES	\$ -	No cost	
10/17/2018	10/17/2018	PCAST: Person Centered Case Management for Students in Out-of-District Placements	Granados, Lisa	MHS	\$ 3.75	Other	
10/20/2018	10/20/2018	EdCampWL 2018	Smith, Audra	EMS	\$ 5.00	FFPI	19-078
11/15/2018	11/15/2018	Safe School, Safe Futures: K-12 School Threat Assessment Training	Azevedo, Suzy	C/O	\$ -	No cost	
11/15/2018	11/15/2018	Safe School, Safe Futures: K-12 School Threat Assessment Training - Morris	Herzog, Tania	C/O	\$ -	No cost	
11/16/2018	11/16/2018	Safe School, Safe Futures: K-12 School Threat Assessment Training	Porowski, Edward	CES	\$ -	No cost	
11/16/2018	11/16/2018	Problem-based Learning: Focus on Fractions (grades 3-6)	Pata, Tara	CES	\$85.00	FFPI	19-084
11/16/2018	11/16/2018	Problem-based Learning: Focus on Fractions (grades 3-6)	Yakowenko, Thomas	CES	\$85.00	FFPI	19-083
11/27/2018	11/27/2018	Helping All Students Master Math - Identifying and Filling the Gaps in Students' Learning, Grades 3-5	Divanno, Rachel	EMS	\$195.00	FFPI	19-086
11/27/2018	11/27/2018	Helping All Students Master Math - Identifying and Filling the Gaps in Students' Learning, Grades 3-5	Meyer, Lori	EMS	\$195.00	FFPI	19-085
11/29/2018	11/29/2018	Scheduling Strategies for Middle Schools	McPeck, Kevin	EMS	\$149.00	FFPI	
11/29/2018	11/29/2018	Middle School Scheduling Workshop	Forde, Caroline	EMS	\$149.00	FFPI	19-081
11/29/2018	11/29/2018	Scheduling Strategies for Middle Schools: Major Focus on Structure Time for Intervention and Enrichment	Logan, Karen	EMS	\$149.00	FFPI	19-082
12/2/2018	12/4/2018	New Jersey Association of School Librarians	Glave, Patricia	MHS	\$305.24	FFPI	19-079
12/6/2018	12/7/2018	MF Athletic Track and Field Clinic	Holleran, Kelli	CES	\$109.00	FFPI	19-088

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12/6/2018	12/7/2018	US All Star Track and Field Clinic	Holleran, Martin	MHS	\$109.00	FFPI	19-087
12/6/2018	12/6/2018	Annual Suicide Conference	Granados, Lisa	MHS	\$100.25	FFPI	19-080
12/11/2018	12/11/2018	Powerful, Practical Strategies for Reaching "I Don't Care!" and Underperforming Students to Increase Their School Success	Bruno, Kristin	EMS	\$306.00	FFPI	19-089
1/15/2019	1/15/2019	NJASBO - Accounting & Auditing Checkup	Harvier, Michael	C/O	\$100.00	Other	
1/16/2019	1/16/2019	Dealing with Difficult Employees	Porowski, Edward	CES	\$ -	Other	
2/7/2019	2/7/2019	Excellence Through Equity	Porowski, Edward	CES	\$ -	Other	

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