

**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 19, 2019

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. Lifton	P
Ms. Cook	A	Mr. Manley	P
Mr. Derflinger	P	Mr. Small	P
Mr. Glassberg	P	Mr. Suss	P
Ms. Killean	P		

5. Showcase of Success

- ❖ Edgar students previewed “Seussical”, their spring musical, under the direction of Caroline Forde, and musical direction of Christofer Peckhardt. Elliot Gerlach and Kayla Gawronski sang “Alone in the Universe.” The show will be performed at the High School on March 1, 2 and 3.

6. Presentations/Discussions

- ❖ Review of Transportation and Technology budgets – Mr. Harvier presented the transportation report. Mr. Thumann presented the technology report.

7. Reports

- ❖ President’s Report – Mr. Manley reminded the public that the next Facilities Committee Meeting is at Edgar Middle School on March 11, open to the public.
- ❖ Superintendent’s Report – Dr. Caputo introduced new MHS Spanish Teacher Mr. Vosinas. Dr. Caputo then gave a District Goals update.
- ❖ Business Administrator/Board Secretary’s Report – Mr. Harvier gave report.
- ❖ Committee Reports
 - Policy – has not met since last Board meeting
 - Curriculum – has not met
 - Extra-Curricular – has not met
 - Finance/Technology – Mr. Small gave report.
 - Human Relations Committee – meeting postponed due to storm.
 - Facilities – Mr. Manley gave report.
 - Shared Services – Mr. Lifton gave report.

8. New Business – *nothing at this time*

9. Old Business – Mr. Suss announced that these meetings are back live on MeTV again, as well as on Facebook Live.

10. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

February 5, 2019	Board Meeting
February 5, 2019	Special Meeting 1
February 5, 2019	Special Executive Meeting 2

Mr. Manley motioned. Ms. Killean seconded. Motion carried 8-0-0.

11. Meeting Open to the Public – *nothing at this time*
(for any topic discussed up to this point in the meeting)

12. Meeting Open to the Public – *nothing at this time*
(for comments on the recommendations of the Superintendent of Schools)

13. 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

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

Nothing at this time

15. Announcements

Mr. Derflinger read announcements. Dr. Caputo also announced that tomorrow (Wednesday, February 20th) will have an early dismissal due to the weather.

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. Manley motioned. Mr. Suss seconded. All in favor.

MEETING ADJOURNED 9:52 PM

PERSONNEL ATTACHMENT

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

A. PERSONNEL

1. Retirement – Certificated Staff

Move to accept with regret the retirement of Christine DeSimone, Supervisor of Music, Art & World Languages, effective August 1, 2019.

2. Retirement – Certificated Staff

Move to accept with regret the retirement of Marian O’Connell, EMS Teacher, effective July 1, 2019.

Mr. Manley motioned. Mr. Benderly seconded. Motion carried 8-0-0.

Dr. Caputo thanked both staff members for their service, and wished them a happy and healthy retirement.

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

FINANCE ATTACHMENT

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

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, 2018.

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 19, 2019 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, 2018.

4. Out of District Placement

Move to approve the out of district placement for the 2018-2019 school year, effective 2/13/19.

Student	School	Tuition
002024022	Hunterdon Prep	\$47,124 (pro-rated)

5. Field Trips

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

School	Destination	Class/Group/Purpose	Teacher/Advisor	Date(s)	# of Students	Board Cost – Transportation	Board Cost – Subs
MHS	EMS	Gr 9-12 Band – to perform for 8 th grade	Messenger	2/26/19	70	\$230	
CES, EMS, MHS	Various destinations	Community based instruction for Self-Contained Classes – to	Okoszko, Rice, Linkenheld, DiSerio,	Various Fridays: 3/1 to 4/12/19	14	If bus needed: \$42.70; nurse on bus: \$50/hr	

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		learn social and life skills, to gain independence while out in the community	Paras & Nurse				
MHS	Moss	MHS Band and Orchestra members will perform in small chamber ensembles. Two trips, AM and PM. Chamber music requires strong communication and collaboration, and chamber ensembles function as small teams	Sato	3/8/19 (2 trips, AM and PM)	20 total each way	\$130	
MHS	Vietnam Era Museum & Educational Center	11 th Grade – guided tour of the memorial and museum to hear firsthand accounts and perspectives of the Vietnam War	Levy, Wardlow, Cichetti, Clarke, Khodja, Schlavis & Wagonblast	3/18/19 & 3/19/19	150-160	Students pay	6 x \$90
MHS	Wegmans, Woodbridge	Community Based Instruction – Job Shadowing/ SLE	Karger, Romanak	3/22/19	6	\$60	\$90
MHS	Treescape, Vernon Valley	Gr 9-12, Ropes Challenge Course; social and emotional growth	McCorkle	5/20/19	25	\$90	\$90

6. Professional Development

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

Mr. Small motioned. Mr. Manley seconded. Motion carried 8-0-0.

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

POLICY ATTACHMENT

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 February 4-13, 2019.

2. Second Reading of Policies

Move to approve the second reading of the following policies:

- Policy 155 - Board Committees
- Policy 164 - Conduct of Board Meeting
- Policy 167 - Public Participation in Board Meetings
- Policy 4212 - Support Staff Attendance
- Regulation 8420.1 - Fire and Fire Drills

3. District Calendar

Move to approve the district calendar for the 2019-2020 school year.

Mr. Glassberg motioned. Mr. Manley seconded. Motion carried 8-0-0.

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

D. CURRICULUM

Nothing at this time

PROFESSIONAL DEVELOPMENT ATTACHMENT (Finance Section, #6)

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
1/23/2019	1/23/2019	Registered Behavior Technician Series	Calantoni, Karen	Moss	\$ 249.00	FFPI	19-159
2/19/2019	2/19/2019	AHA CPR Instructor Certification	Butler, Lauren	MHS	\$ -	No cost	

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2/19/2019	2/19/2019	CPR Instructor Training	Zaneto, Nicholas	MHS	\$ -	No cost	
2/19/2019	2/19/2019	CPR/AED Instructor course	McCorkle, Michelle	MHS	\$ -	No cost	
2/19/2019	2/19/2019	CPR/AED recertiification	Ulmer, Robert	MHS	\$ -	Other	
2/25/2019	2/25/2019	Autism New Jersey's Transition Conference	Karger, Sarah	MHS	\$ 129.00	FFPI	19-157
3/9/2019	3/9/2019	Raising Butterflies in the Classroom with Rick Mikula	Spring, Christina	Moss	\$ 25.00	FFPI	19-153
3/15/2019	3/15/2019	Day of Distance at Villanova	Holleran, Kelli	CES	\$ 100.00	FFPI	19-158
3/23/2019	3/23/2019	NJCCA "Partners In Education" Conference	Spring, Christina	Moss	\$ 105.00	FFPI	19-156
3/30/2019	3/30/2019	NJAKE Spring Conference	Spring, Christina	Moss	\$ 65.00	FFPI	19-154
4/2/2019	4/2/2019	Technology Implementation in CBI	Karger, Sarah	MHS	\$ -	No cost	
4/3/2019	4/5/2019	7th Annual Educational Symposium	Orcutt, Tracey	C/O	\$ 655.00	Other	
5/4/2019	5/4/2019	Storytelling in a Multicultural World	Spring, Christina	Moss	\$ 25.00	FFPI	19-155
5/14/2019	5/14/2019	Using CBI Effectively for students Ages 18-21	Karger, Sarah	MHS	\$ -	No cost	
5/17/2019	5/19/2019	Code.org Facilitator Mtg	Misuraca, Roseanna	EMS	\$ -	No cost	