

**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, August 27, 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	A
Ms. Cook	P	Mr. Manley	P
Mr. Derflinger	P	Mr. Small	P
Mr. Glassberg	P	Mr. Suss	P
Ms. Killean	P		

5. Showcase of Success

- Introduction of New Teachers – Dr. Caputo welcomed 14 of the new teachers to the District.

6. Meeting Open to the Public

(for any topic)

Ms. Margaret Cohen, 16 Lowell Avenue, Metuchen, said she lives near the football field and wanted to bring to the Board's attention the loud music and loud speaker announcements during the sports practices recently.

7. Presentations/Discussions

Dr. Caputo presented:

- Homework survey results
- District Goals 2019-2020

8. Reports

- ❖ President’s Report – no report
- ❖ Superintendent’s Report – no report
- ❖ Business Administrator/Board Secretary’s Report – Mr. Harvier gave report
- ❖ Committee Reports
 - Finance/Tech – Mr. Small gave report
 - Human Relations Committee – has not met since last meeting
 - Extra-Curricular – has not met since last meeting. Ms. Suss said the annual Mud Run at MHS was well attended. (Made \$1,000 for the Maria Tufaro Foundation)
 - Curriculum – Ms. Killean gave report
 - Policy – Mr. Glassberg gave report
 - Facilities – Mr. Manley gave report

9. New Business – *nothing at this time*

10. Old Business – *nothing at this time*

11. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

August 13, 2019	Special Meeting 1
August 13, 2019	Special Executive Meeting 2
August 13, 2019	Board Meeting

Mr. Manley motioned. Mr. Suss seconded. Motion carried 8-0-0 for Board Meeting; and motion carried 7-0-1 for Special Meeting 1 and Special Executive Meeting 2. Ms. Cook abstained.

12. Meeting Open to the Public – *nothing at this time*

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

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, is it placed on the agenda for action at a public meeting.

- 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

Ms. Cook read the 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. Manley motioned. Mr. Suss seconded. All in favor.

MEETING ADJOURNED 9:47 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. Reappointment of the Zone Staff

Move to approve the following Zone Staff for the 2019-2020 school year:

Supervisors and Office Staff:

Name	Hourly Rate
Roseanna Misuraca (Supervisor & Co-Director)	\$44.25
Allyson Rescorl (Supervisor & Co-Director)	\$44.25
Todd Gural (Supervisor & Co-Director)	\$44.25
Emily Mertz (Alternate Supervisor)	\$44.25
John Butler (Alternate Supervisor)	\$44.25
MaryJo Paulmenn (Bookkeeper)	\$19.91

Leaders:

Name	Hourly Rate
Veronica Araneo	\$33.20
John Butler	\$33.20
Will Colavito	\$18.95
Wally Cook	\$33.20
Rachel DiVanno	\$33.20
Judi Hoffman	\$19.25
Jeanne Hughes	\$33.20
Eileen Kuchar	\$33.20
Emily Mertz	\$33.20
Lori Meyer	\$33.20
Jennifer Miller	\$33.20
Paul Mruzinski	\$33.20
Chris Peckhardt	\$33.20
Vivian Petrakakos	\$33.20
Emily Presuto	\$33.20
Ginny Wetzel	\$33.20

Mentors:

Name	Hourly Rate
Jon Hoffman	\$13.00
Madhumita Kaushik	\$13.00
Malachi Bailey	\$13.00

2. Appointment – Bus Aide

Move to approve Denise Newcomen as a bus aide for the 2019-2020 school year at a rate of \$13.35/hour.

3. Bus Driver

Move to approve Lisa Cook, Transportation Coordinator, as a bus driver on an as-needed basis for the 2019-2020 school year.

4. Appointment – Lunch Aides

Move to approve the following as lunch aides at Campbell School for the 2019-2020 school year:

Name	Rate
Kim Russo	\$13.35/hour
Donna McLaren	\$13.35/hour

5. Appointment – Certificated Staff

Move to approve Francine Galassa as CES Special Education Teacher for the Self Contained Gr. 3-4 Class, Step 3-C, \$55,039, effective August 28, 2019 through June 30, 2020.

6. Medical Leave of Absence – Certificated Staff

Move to approve a medical leave of absence for Donna Huntress, Special Education Teacher at CES, from August 28, 2019 through on or about November 10, 2019.

7. Appointment - Leave Replacement

Move to approve Sheila Temkin as CES Special Education Teacher Leave Replacement for Donna Huntress, from August 28, 2019 to on or about November 10, 2019, at the rate of \$90/day for the first 19 days and \$274.15 for the 20th day through the end of the assignment.

8. Appointment - Leave Replacement

Move to approve Richard Cundari as EMS Math Teacher Leave Replacement for Danielle Kennedy, from August 28, 2019 to on or about February 13, 2020, at the rate of \$90/day for the first 19 days and \$274.15 for the 20th day through the end of the assignment.

9. Appointment – CES Paraprofessionals

Move to approve the following as paraprofessionals at CES for the 2019-2020 school year at a salary of \$20,182/year.

Anurima Bakshi
Mary Ellen Polye
Margie Clark

10. Appointment – MHS Paraprofessional

Move to approve Michelle Schutz as a paraprofessional at MHS for the 2019-2020 school year at a salary of \$19,578/year.

11. Appointment of Substitute Teachers

Move to approve the appointment of substitute teachers for the 2019-2020 school year on the attached chart:

12. Reappointment of Substitute Paraprofessionals

Move to approve the reappointment of substitute paraprofessionals for the 2019-2020 school year at a rate of \$13.35/hour:

Susan Adie	Kacey Harrell
Amy Jeney	Patricia Kobayashi
LucyAnn MacDonald	Olga Miskovich
Pili Nunez	Ann Marie Sorg

13. Appointment of Substitute Paraprofessionals

Move to approve the appointment of substitute paraprofessionals for the 2019-2020 school year at a rate of \$13.35/hour:

Marcus Farris	Jenan Badwan
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14. Instructional Stipend

Move to approve a full instructional stipend for Veronica Araneo, EMS Special Education Teacher, at \$7,069, for the 2019-2020 school year.

15. Appointment – Certificated Staff

Move to approve Rebecca Dwyer as EMS Special Ed English Language Arts Teacher, Step 1-E \$54,868, effective August 28, 2019 through June 30, 2020.

16. Appointment – Certificated Staff

Move to approve Wendy Keller as .5 Kindergarten Teacher at Moss School, Step 1-B, \$25,759, effective August 28, 2019 through June 30, 2020.

17. Instructional Stipend

Move to approve .5 instructional stipend for Wendy Keller, MES Kindergarten Teacher, at \$3,534.50, for the 2019-2020 school year.

18. Adjustment – Paraprofessional Assignment

Move to approve the school assignment of Allison Sullivan, paraprofessional, as follows, for the 2019-2020 school year (Agenda 6/25/19, Sec 13 A27):

Name	Assignment	Salary
Rescind: Allison Sullivan	Campbell School	\$21,546
Approve: Allison Sullivan	Moss School	\$22,598

19. Child Study Team – Extended School Year – Rescission and Approval

Move to approve the following adjustment for Lisa Granados for Child Study Team, Extended School Year (Agenda 6/11/19, Sec 13 A20):

Name	Program	Per Diem	# of Days	Total
Rescind: Lisa Granados	Child Study Team	\$439.11	14	\$6,147.54
Approve: Lisa Granados	Child Study Team	\$439.11	17	\$7,464.87

20. Instructional Stipend

Move to approve a full instructional stipend for Theresa DeSantis, MHS Special Education Teacher, at \$7,069, for the 2019-2020 school year.

21. Instructional Stipend

Move to approve .6 instructional stipend for Cynthia Linkenheld, MHS Special Education Teacher, at \$4,241, for the 2019-2020 school year.

22. Instructional Stipend

Move to approve .2 instructional stipend for Jennifer List, MHS Special Education Teacher, at \$1,413, for the 2019-2020 school year.

23. Instructional Stipend

Move to approve a full instructional stipend for Lindsay Fishman, EMS Special Education Teacher, at \$7,069, for the 2019-2020 school year.

24. Summer Home Instruction

Move to approve Jennifer North to provide intervention for 10 hours in August 2019 at \$45/hour.

25. Home Program – Reading Intervention

Move to approve the following to provide reading intervention for 4 hours per week for the 2019-2020 school year at \$45/hour.

Julie Anderson	Alaina Warakomski
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26. Home Programs – ABA Services

Move to approve the following staff to provide home based ABA programming and training at a rate of \$45/hour, as needed, for the 2019-2020 school year:

Katherine McKenna	Megan Horezga	Francine Galassa	Kathy Rice
Cynthia Linkenheld	Jennifer List	Isabelle Filiciello	Emily Walsh
Amy Piekarski	Karen Calantoni	Alissa Trapanese	Ben Stein
Susan Whitlock	Deneane Bonasissa	Christine Theiss	Karla Riera
Lisa Granados	Chris Cuthbertson		

27. Adjustment – Paraprofessional Assignment

Move to approve the school assignment of Tina Huber, paraprofessional, as follows, for the 2019-2020 school year (Agenda 6/25/19, Sec 13 A27):

Name	Assignment	Salary
Rescind: Tina Huber	Campbell School	\$20,523
Approve: Tina Huber	Moss School	\$21,525

28. Adjustment – Paraprofessional Assignment

Move to approve the school assignment of Will Colavito, paraprofessional, as follows, for the 2019-2020 school year (Agenda 6/25/19, Sec 13 A27):

Name	Assignment	Salary
Rescind: Will Colavito	Edgar Middle School	\$21,546
Approve: Will Colavito	Metuchen High School	\$20,902

29. Adjustment – Paraprofessional Assignment

Move to approve the school assignment of Renee Flynn, paraprofessional, from Campbell School to Edgar Middle School, for the 2019-2020 school year; no change in salary (Agenda 6/25/19, Sec 13 A27)

30. Appointment – Volunteer Football Coach

Move to approve Marcus Farris as Volunteer Football Coach at MHS for the 2019-2020 school year.

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

----- 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

31. 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 June 30, 2019.

32. 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 July 31, 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.

33. Budget Transfers

Move to approve budget transfers effective June 30, 2019.

34. Parent Agreement

Move to approve agreement between RW and the Board regarding Student #002025004.

35. Parent Agreement

Move to approve agreement between RS and JS and the Board regarding Student #002029030.

36. Out of District Student Placements – 2019-2020 School Year

Move to approve the following out of district student placements for the 2019-2020 school year on the attached chart:

37. Out of District Student Placements – 2019 ESY Updated List

Move to approve the updated and revised out of district student placements for the 2019 extended school year on the attached chart:

38. Nonpublic Technology

Move to approve the following nonpublic technology for the 2019-2020 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction.

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Acad.	CDW-G	7	4930265	Lenovo 100E 11.6" Celeron N3350 4GB RAM 64GB Win10Pro	\$190.58	\$1,334.06
		11	5363336	Acer Chromebook 11 N7 C731-C118 11.6" Celeron 4 GB RAM - 32GB	\$191.57	\$2,107.27
		1	4747105	Anywhere Cart AC LITE 30 Basic Charging Cart	\$750.00	\$750.00

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		3	4724434	Lightspeed Relay for all Operating Systems	\$34.50	\$103.50
St. Francis Cathedral School	CDW-G	1	3808157	HP Color LaserJet Pro M452dn	\$259.59	\$259.59
		1	2558195	Bretford 30 Laptop/Netbook Cart MDMLAP30	\$2,275.01	\$2,275.01
St. Francis Cathedral School	Renaissance	1	NA	Accelerated Reader 50 Student Starter Kit Subscription Renewal	\$1,295.00	\$1,295.00

39. Behavior Analyst Services

Move to approve Vanessa Beibide Zanetich of The Special Education Teacher, LLC to provide Behavior Analyst Services at \$85/hour.

40. 18-21 Program

- Move to establish a special class program for Students 18-21.
- Move to approve participation in regular Community Based Instruction trips for students and staff in Metuchen Internship Learning Experiences (MILE) classes and self contained classes.
- Move to approve participation in Structured Learning Experiences for students in the MILE programs, ages 16 and above.

41. Professional Development

Move to approve the following professional development activities as shown below:

Professional Development for Board Approval 8/27/19							
Start Date	End Date	Activity	Last, First Name	Building	Requested	Payment Method	FFPI #
8/1/2019	8/1/2019	Practical Strategies that Improve Students' Reading Comprehension	Little, Maryrose	EMS	\$ 139.00	FFPI	20-014
8/6/2019	6/2/2020	Child Fatality and Near Fatality Review Board Suicide Subcommittee	Paredes, Susan	MHS	\$ -	No cost	
8/6/2019	8/6/2019	Negotiations - Start to Finish	Harvier, Michael	C/O	\$ 100.00	Other	
8/19/2019	8/19/2019	Grant Writing 101: Innovating on a Lean Budget	Herzog, Tania	C/O	\$ -	No cost	
8/21/2019	8/21/2019	SEL/NJArts task force meeting	Thomas, Margaret	CES	\$ -	No cost	
9/27/2019	9/27/2019	NJPSA Council Meeting	Paredes, Susan	MHS	\$ -	No cost	
10/4/2019	10/4/2019	New Jersey School Counselor Association Fall Conference: Fostering Grit in Students	Azevedo, Suzy	C/O	\$ 99.00	Other	

10/24/2019	10/25/2019	Character.Org National Forum	Anderson, Julie	CES	\$ 844.00	FFPI	20-016
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Mr. Small motioned. Mr. Manley seconded. Motion carried 8-0-0.

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

POLICY AND CURRICULUM ATTACHMENTS

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

C. POLICY

1. First Reading of Policies

Move to approve the first reading of the following policies:

- Policy 144 Board Member Orientation and Training
- Policy 151 Organization Meeting
- Policy 153 Annual Appointments
- Policy 154 Annual Motions and Designations
- Policy 157 Board of Education Website
- Policy 161 Call, Adjournment, and Cancellation

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

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

D. CURRICULUM

1. Textbook Purchases

Move to approve the purchase of the following textbooks:

- Krugman’s Economics for the AP, 3rd edition, published by Bedford, Freeman & Worth, as textbook for AP Microeconomics and AP Macroeconomics courses at the Metuchen High School.
- Understanding Psychology, published by McGraw-Hill, as textbook for Psychology and AP Psychology at Metuchen High School
- AMSCO: AP Psychology, published by Perfection Learning, as supplemental textbook for AP Psychology at Metuchen High School

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

----- end of Curriculum items -----

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2019-20 Substitute Teachers for Board Approval 8/27/2019	
Pay Rates - \$80/day - Substitute with 60+ credits	
\$85/day - Substitute with BA and above (no teacher cert.)	
\$90/day - NJ Teacher Certified	
\$120/day - Substitute Nurse	
Reappointments:	
Substitute Teacher	Certification
Agneta, Joan	Teacher of the Handicapped
Baran, Roger	Substitute with college degree
Colantoni, Laura	Elementary K-6, Science 5-8
Dakelman, Mitchell	Library Media
Davis, Kathleen	Substitute w/college degree
Glassman, Elliott	Substitute with college degree
Hausser, Audrey	Substitute with college degree
Holloway, Bruce	Substitute - assoc. degree
Karamanos, James	Substitute with college degree
Mauro, Danielle	Substitute with college degree
Omarzai, Abeera	Substitute - 60+ credits
Rizwan, Saadia	Substitute - 60+ credits
Silber, Andrew	C of E Elementary K-6
Temkin, Sheila	Elementary K-8, Early Childhood Sp. Ed., Spanish
Tonery, Kelsey	Substitute with college degree
Tracey, Michael	Elementary
Wagner, Joseph	Social Studies
Webb, Amalie	Substitute w/college degree
Young, Kelsea	Substitute - 60+ credits
Yourstone, Gail	Substitute with college degree
Hohmann, Ben	Substitute with college degree
Donohue, Mark	Social Studies, Elementary
Guensch, Robin	Substitute with college degree
Varghese, Shina (Sijo) George	Substitute with college degree
Scaletti, Renee	Substitute with college degree
Gutierrez-Guillen, Maria	Substitute with college degree
Sachs, Nicole	Elementary K-6, TOSD, P-3
Baiod, Leila	Substitute with college degree

OUT OF DISTRICT PLACEMENTS Regular School Year 2019-2020

Student ID#	Program/School	Tuition
2020006	Piscataway Regional Day School	\$47,196
2024962	Center School	\$67,186
2029040	Center School	\$67,186
002017002	Future Foundations	\$53,460
002022238	Windsor School	\$66,600
2022011	Eden Institute	\$137,667
2019170	Eden Institute	*\$99,130
2022005	Eden Institute	\$99,130
002020226	Collier High School	\$59,580
2020017	Newmark School	*\$37,836
002025011	Calais School	\$66,780
2029130	The Laurel School	\$37,937
2020012	Perkins School for the Blind	* \$300,184
2020138	East Mountain	\$71,663
002017134	New Road Somerset	\$51,310
2020004	Douglas Developmental	* \$111,240
2029010	Rock Brook School	\$62,748
2020610	Montgomery Academy	\$65,260
2020610	Bancroft	\$103,071
2026127	Rock Brook School	\$62,748
2029030	Rutgers Day School	\$68,600
002022034	Collier High School	\$59,580
002024022	Hunterdon Preparatory	\$46,674
002025004	P.G. Chambers	\$71,762
2018004	New Road School of Somerset	\$51,310
2021119	Hunterdon Preparatory School	\$46,647

*estimated approximate

EXTENDED SCHOOL YEAR 2019

OUT OF DISTRICT PLACEMENTS

Student ID#	Program/School	Tuition
2020006	Piscataway Regional Day School	\$4,911
2024962	Center School	\$7,465
002017002	Future Foundations	\$4,872
002017217	East Brunswick Public School	\$15,333
002022238	Windsor School	\$11,100
2022011	Eden Institute	\$28,713
2019170	Eden Institute	*\$21,911
2022005	Eden Institute	\$20,642
2020017	Newmark School	\$3,880
002025011	Calais School	\$11,130
2029130	The Laurel School	\$4,750
2026237	Harbor Haven	\$6,800
2020012	Perkins School for the Blind	* \$44,778
2020138	East Mountain	\$11,943
002017134	New Road Somerset	\$8,551
2020004	Douglas Developmental	* \$20,555
2029010	Rock Brook School	\$10,458
2020610	Montgomery Academy	\$7,251
2020610	Bancroft	\$18,323
2026127	Rock Brook School	\$10,458
2029030	Rutgers Day School	\$13,720
002022034	Collier High School	\$9,930
002024022	Hunterdon Preparatory	\$7,774
002025004	P.G. Chambers	\$11,960

*estimated approximate