

**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 29, 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, The Metuchen Mirror, 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

- Janani Shivakumar, MHS Sophomore, presented her project, Kicks for Climate Action. She was one of several high school and college students invited to share their respective peace projects during the United Nations Department of Global Communications' annual Student Observance for the International Day of Peace at U.N. headquarters in New York City last month.

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- Dr. Caputo, Mr. Cohen and Ms. Paredes presented certificates to students with Perfect SAT Scores; Top ACT and AP Scores

Arielle	Benderly	Top Score on Reading ACT
Jonathan	Benderly Kremen	Top Score on Reading ACT
Sophie	Breeze	Top Score on Reading ACT
Patrick	Cascia	Top Score on Science ACT
Jakob	Cherry	Perfect Score on Math SAT
Joshua	Chiusano	Top Score on AP US History
Jonathan	Davis	Top Score on AP English Language & Composition and US History
Richa	Desai	Top Score on AP Calculus BC; Computer Science; English Language & Composition and US History
Prajit	Dhuri	Perfect Score on Math SAT; Top Score on AP Biology
Ian	Emanuele	Top Score on Language ACT; Top Score on AP US History
Isabela	Elster	Top Score on AP US History
Max	Gerlach	Top Score on AP English Language & Composition
Charlotte	Haq	Top Score on AP English Language & Composition and US History
Yun	Hyon	Top Score on Math and Language ACT
Laura	Jordan	Top Score on Reading ACT; Top Score on AP US History
Sanando	Kanjilal	Perfect Score on Math SAT; Top Score on AP Calculus BC and Calculus BC:AB
Swagato	Kanjilal	Perfect Score on Math SAT; Top Score on AP Calculus BC, Calculus BC:AB, Chemistry and US History
Thomas	Kwok	Perfect Score on Math SAT
Erica	Kossman	Top Score on AP English Language & Composition and Environmental Science
Rafael	Lacson	Top Score on AP US History
Frances	Lee	Top Score on AP US History
Joy	Li	Perfect Score on Math SAT; Top Score on AP English Language & Composition and Statistics
Diego	Lijeron	Top Score on AP Macroeconomics and US History
Terence	Lim	Top Score on Language ACT
Sophie	Lipshutz	Perfect Score on Math SAT and Top Score on AP Statistics
Tasha	Pais	Top Score on AP US History
Anushka	Pande	Perfect Score on Math SAT; Top Score on AP English Language & Composition and US History
Smruti	Patel	Top Score on AP English Language & Composition
Rebecca	Perlmutter	Top Score on AP English Language & Composition and US History
Aaron	Puerzer	Top Score on Language and Science ACT;
Annabella	Russo	Top Score on AP English Language & Composition Top Score on Language and Reading ACT; Top Score on AP English Language & Composition
Yukthi	Sangoi	Perfect Score on Math SAT
Luke	Schleck	Top Score on AP Computer Science
Lionel	Sequeira	Top Score on AP Computer Science
Nelson	Shi	Perfect Score on Math SAT; Top Score on Reading and Science ACT; Top Score on AP English Language & Composition
Sarah	Terracina	Top Score on AP English Language & Composition
Rebecca	Trosman	Top Score on AP Macroeconomics and US History
Jordan	Valiquette	Top Score on Science ACT; Top Score on AP US History
Lara	Vaz	Top Score on AP Calculus BC; Calculus BC:AB; English Language & Composition and US History
Regina	Wilcox	Top Score on AP Environmental Science
Alex	Wu	Top Score on AP Calculus BC:AB
Jodie	Zeng	Top Score on AP US History

Meeting Open to the Public *(for any topic) - nothing at this time*

6. Presentations/Discussions

- Mr. Cohen, Ms. Paredes and Ms. Azevedo presented AP, SAT, ACT Data

7. Reports

- ❖ President’s Report – Mr. Manley reminded voters that Election Day is Tuesday, November 5th, and that the Mental Health Initiative is on the ballot.
- ❖ Superintendent’s Report – Dr. Caputo seconded Mr. Manley’s reminder.
- ❖ Business Administrator/Board Secretary’s Report – Mr. Harvier gave report
- ❖ Committee Reports
 - Policy – Mr. Glassberg gave report
 - Curriculum – Ms. Killean gave report
 - Extra-Curricular – Mr. Suss gave report
 - District Leadership Team – Mr. Benderly gave report
 - Facilities – has not met since last Board meeting
 - Finance/Tech – has not met since last Board meeting

The Board briefly discussed Policy 143.2, Student Representatives to the Board of Education.

8. New Business

Mr. Derflinger reported that he attended the NJSBA conference last week.

9. Old Business – *nothing at this time*

10. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

October 15, 2019	Special Meeting I
October 15, 2019	Special Executive Meeting II
October 15, 2019	Board Meeting

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

11. Meeting Open to the Public

(for any topic discussed up to this point in the meeting and for comments on the recommendations of the Superintendent of Schools)

Mr. Jonathan Busch, with his wife Kathy, East Chestnut Avenue, spoke about their support of the Mental Health Initiative. He stated that he was speaking as a Metuchen resident, and not the Mayor.

Mrs. Christine Riggio, Bryant Avenue, spoke about the Mental Health Initiative and upcoming vote.

12. 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

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

14. Announcements

Mr. Derflinger read the announcements.

15. 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.

16. Adjournment

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

MEETING ADJOURNED AT 9:48 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. Appointment of Substitutes

Move to approve the appointment of the following substitutes at the rates listed below, for the 2019-2020 school year as follows:

Substitute Name	Position	Rate
Shamaila Akram	Sub w/college degree	\$85
Jaimee DiPietro	Sub w/college degree	\$85
Rebecca DiSerio	Sub w/60+ college credits	\$80
Carly Taylor	Sub w/60+ college credits	\$80
Kristina Rosamilia-DeMaio	Sub w/certification, elementary & TOSD	\$90

2. Family Leave of Absence

Move to approve the Family Leave of Absence of Ken Smith, EMS Social Studies Teacher, from January 21, 2020 to February 28, 2020.

3. Medical Leave of Absence

Move to approve the Medical Leave of Absence of Eileen Wagenblast, MHS English Teacher, from approximately December 16, 2019 to January 27, 2020.

Mr. Manley motioned. Ms. Cook 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

1. 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, 2019.

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 October 22, 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 August 31, 2019.

4. ESSA (Every Student Succeeds Act) Grant Carryover

Move to approve the district’s ESSA Grant Carryover:

Title	Amount	Description
Title I	\$16,607	Improving Programs (Academically At-Risk students)
Title IIA*	\$2,090	Teacher and Principal Training (Professional Development)
Title IV**	\$3,620	Student Support and Academic Enrichment Program

* Metuchen Public Schools receives \$1,371 of the Title II allocation

** Metuchen Public Schools receives \$2,376 of the Title IV allocation

5. Nonpublic Security Aid

Move to approve the following nonpublic aid 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	3	3081011	HID Proximity Reader	\$171.46	\$514.38
Metuchen Christian Acad.	CDW-G	3	3565474	Honeywell Intellisense pir sensor	\$105.29	\$315.87
Metuchen Christian Acad.	CDW-G	1	MISC	Mag lock single	\$333.31	\$333.31
Metuchen Christian Acad.	CDW-G	1	MISC	Universal button w/pneumatic timer	\$239.98	\$239.98

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Metuchen Christian Acad.	CDW-G	1	MISC	STR CMP 10AS 5C	\$546.36	\$546.36
Metuchen Christian Acad.	CDW-G	1	4213635	Tripp Lite 1000ft. Gigabit Bulk Cable	\$306.02	\$306.02
Metuchen Christian Acad.	CDW-G	1	5574806	HID Proximity ProxKey	\$311.52	\$311.52
Metuchen Christian Acad.	CDW-G	2	5598565	Brivo Onair T1	\$161.16	\$322.32
Metuchen Christian Acad.	CDW-G	1	5598568	Brivo Onair T2 Annl Lic	\$149.58	\$149.58
Metuchen Christian Acad.	CDW-G	1	MISC	Installation	\$7,775.50	\$7,775.50
Metuchen Christian Acad.	CDW-G	4	3565474	Honeywell Intellisense Sensor	\$105.29	\$421.16
Metuchen Christian Acad.	CDW-G	1	MISC	Door Strike	\$382.10	\$382.10
Metuchen Christian Acad.	CDW-G	2	5598568	Brivo Onair Readers	\$149.58	\$299.16

6. Appointment- Balanced Literacy Coach

Move to approve Deanne Opatosky, from BDO Consulting Services LLC, as ESSA Balanced Literacy Coach for the 2019-20 school year, using ESSA Title IA funds not to exceed \$19,500, and Title IIA funds not to exceed \$11,700.

7. Professional Development

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

8. Field Trips

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

Mr. Small motioned. Mr. Derflinger 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 October 14-25, 2019.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- EMS100819001
- MHS101119001

3. School Bus Emergency Evacuation Drill Reports

Move to accept the following reports on the completion of the School Bus Emergency Evacuation Drill:

- 10/11/19 2:40 pm, Metuchen High School. Route 1384/1391. Supervised by Bruce Peragallo and Deneane Bonassisa
- 10/21/19 8:45 am, Campbell School, in front of school. Van 12, Van 6, C1, C2, C3, C4, C5, C6, C7, C8, C9. Supervised by Brooke Kirschner and Ed Porowski
- 10/23/19 9:10 am & 12:00 pm, Moss School, in back of school. Van 6, Van 12, Van 14. Supervised by Lisa Cook

4. Abolishing of Policy 143.2 – First Reading

First Reading to move to abolish Policy 143.2, Student Representatives to the Board of Education.

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

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

D. CURRICULUM

Nothing at this time

FIELD TRIPS ATTACHMENT

Name	School	Grade Level	# of Students	Description of Trip	Proposed Date	Destination	Teacher(s) Participating	# of Subs	Cost of Subs	Bus Cost to District
Laura McCadden	EMS	7, 8	8	Math Club students will participate in competition	11/2/2019 (Saturday)	iLearn Math Competition, Princeton University, Princeton, NJ	McCadden	0	\$ -	\$ 180.00
Yoko Kato	MHS	11, 12	13	Students will collect water samples to obtain data and compare in a few months.	11/15/2019	Dismal Swamp, Edison, NJ	Kato	0	\$ -	\$ 60.00
Yoko Kato	MHS	11, 12	17	Students will collect water samples to obtain data and compare in a few months.	11/19/2019	Dismal Swamp, Edison, NJ	Kato	0	\$ -	\$ 60.00

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Rosann Kamin	MHS	9, 10, 11, 12	16	Italian Club students will present a Winter Wonderland program to the children residing in Ozanam Shelter.	12/16/2019 (after school)	Ozanam Shelter, Edison, NJ	Kamin	0	\$ -	paid by students
Christopher McEwan	MHS	9, 10, 11, 12	40	Orchestra students will study and listen to An Alpine Symphony prior to attending a performance of this symphony by the New York Philharmonic.	1/10/2020	Lincoln Center, New York, NY	McEwan, Messenger	0	\$ -	paid by students
Liz DeMott	MHS	9, 10, 11, 12	10	Young Men's Conference - SEL/grit/resiliency conference with breakout workshops	1/17/2020	Middlesex County College, Edison, NJ	DeMott	0	\$ -	paid by students
Chris Giddes	MHS	10, 11, 12	32	Students will participate in annual government simulation conference.	2/20/2020 - 2/23/2020	Harvard Model Congress, Boston, MA	Giddes, Schlavis, D. Scala	3	2 days = \$540	Bus paid by students. Overnight teacher cost = \$900
Adam Levy	MHS	11	95	Students will see performance of "A Streetcar Named Desire" after reading it to evaluate and discuss the interpretation.	3/26/2020	Arden Theater, Philadelphia, PA	Levy, Volosin, Baird, Elliott, Giddes	5	\$450.00	paid by students
Deanna Kindler	CES	1	69	Students will visit the planetarium to enhance their study of the Solar System.	5/5/2020	Raritan Valley Community College, Branchburg, NJ	Kindler, C. Evans, Shapiro	0	\$ -	paid by students
Deanna Kindler	CES	1	45	Students will visit the planetarium to enhance their study of the Solar System.	5/6/2020	Raritan Valley Community College, Branchburg, NJ	Doherty, Barnes	0	\$ -	paid by students
Deanna Kindler	CES	1	46	Students will visit the planetarium to enhance their study of the Solar System.	5/7/2020	Raritan Valley Community College, Branchburg, NJ	Walker, Palmieri	0	\$ -	paid by students
Kevin McPeck	EMS	5	175	Outdoor Education Trip - building problem solving SEL	5/27/2020 - 5/29/2020	YMCA Camp Ralph S. Mason, Hardwick, NJ	24 Teachers & Paras	TBD		Total including transportation is approx. \$39,000

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Pam Stead	EMS	7	90 each day	Students will climb & zip through 10 different courses at Aerial Adventure Park - fostering teamwork, physical activity, and enhancing cooperation & communication.	6/1/2020 and 6/2/2020	TreEscape Aerial Park, Vernon, NJ	6 TBD	2	\$180.00	paid by students
Kara Wong	CES	3	157	Students will study life cycles of ocean creatures and plant life & examine how weathering & erosion effect the ocean habitat.	6/16/2020	All 3rd Grade Teachers, ICS Teachers, Paras & Nurse		0	\$ -	paid by students

PROFESSIONAL DEVELOPMENT ATTACHMENT

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
10/21/2019	10/21/2019	Collaborative Schools Initiative.	Fitzgibbon, David	CES	\$ -	No cost	
10/24/2019	10/24/2019	Social Emotional Learning II	Bruno, Kristin	EMS	\$ -	No cost	
10/24/2019	10/24/2019	SEL II	Elton, Andrea	EMS	\$ 8.00	FFPI	TBD
10/24/2019	10/24/2019	Mock Trial Workshop for Teachers & Attorneys	Baird, Alexa	MHS	\$ 5.00	FFPI	TBD
10/25/2019	5/22/2020	Traumatic Loss Coalition meetings	Whitlock, Susan	CES	\$ 7.49	FFPI	TBD
10/28/2019	10/28/2019	The Nurtured Heart Approach	McKenna, Katherine	Moss	\$ -	No cost	
10/29/2019	10/29/2019	NJASA Workshop School Safety	Stike, Brian; Paredes, Susan	EMS/MHS	\$ -	No cost	

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10/29/2019	10/29/2019	Innerspace Counseling and Friends: Mental Wellness Resource Breakfast	Hsu, Erica	CES	\$ -	No cost	
11/5/2019	11/5/2019	Chip Candy Teacher Inservice November 5th	Zaneto, Nicholas	MHS	\$100.00	FFPI	20-060
11/5/2019	11/5/2019	Adventure curriculum Chip Candy	Ulmer, Robert	MHS	\$100.00	FFPI	20-064
11/5/2019	11/5/2019	Chip Candy	Gazda, Valerie	MHS	\$100.00	FFPI	20-063
11/5/2019	11/5/2019	Chip Candy	Scarcella, Amberleigh	MHS	\$100.00	FFPI	20-062
11/5/2019	11/5/2019	Chip Candy Physical Education Development	Abbott, Beth	MHS	\$100.00	FFPI	20-061
11/6/2019	11/6/2019	Interdistrict Book Conversation Project	Elton, Andrea	EMS	\$ -	No cost	
11/11/2019	11/11/2019	Effective School Solutions- Nurtured Heart	Campbell, Lauren	EMS	\$ 8.75	FFPI	20-065
11/11/2019	11/11/2019	The Nurtured Heart Approach: Transforming Classrooms and School Climate	Paredes, Susan	MHS	\$ -	No cost	
11/13/2019	11/13/2019	Succeeding As a Female Leader	Volosin, Lauren	MHS	\$100.00	FFPI	20-066
11/14/2019	11/14/2019	SEL Metuchen Cohort -Erin Bruno	Anderson, Julie	CES	\$ -	No cost	
11/21/2019	11/21/2019	Transition for High School Students	Bonassisa, Deneane	MHS	\$ -	No cost	
11/22/2019	11/22/2019	Gifted Education Conference	Henn, Kathleen	C/O	\$199.00	Other	

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12/2/2019	12/2/2019	Rutgers NJ Public School Labor Management Collaborative Annual Inter-district Conference	Barnes, Jeremy	CES	\$ -	No cost	
12/2/2019	12/2/2019	Rutgers NJ Public School Labor Management Collaborative Annual Inter-District Conference	Delaney, Scott	Campbell School	\$ -	No cost	
12/2/2019	12/2/2019	Rutgers NJ Public School Labor Management Collaborative Annual Inter-District Conference	Lopes, Sofia	CES	\$ -	No cost	
12/2/2019	12/2/2019	Rutgers NJ Public School Labor Management Collaborative Annual Inter-district Conference	Omark, Lindsey	CES	\$ -	No cost	
12/2/2019	12/2/2019	Rutgers NJ Public School Labor Management Collaborative Annual Inter-district Conference	Pasquale, Jennifer	CES	\$ -	No cost	
12/4/2019	12/4/2019	Classroom Opera Composition	Krombholz, Stefeny	MHS	\$ 25.00	FFPI	20-069
12/6/2019	12/6/2019	New Jersey Council For History Education (Freedom and Slavery)	Cichetti, Steve	MHS	\$ 80.00	FFPI	20-059
12/6/2019	12/6/2019	PE JAM	Fannell, Schuyler	MHS	\$ -	No cost	
12/9/2019	12/9/2019	2019 Health Education Conference K-12	Scarcella, Amberleigh	MHS	\$ 55.00	FFPI	20-067

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12/9/2019	12/10/2019	NJASL 2019 Fall Conference	Little, Maryrose	EMS	\$200.00	FFPI	20-058
2/24/2020	2/24/2020	101st Annual NJASL Convention	Scarcella, Amberleigh	MHS	\$ 75.00	FFPI	20-068