

**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 11, 2020

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

5. Showcase of Success

- ❖ Dr. Caputo awarded certificates to School Geography Bee champions – Neela Myers, Campbell School, 4th grade (present), and Ryan Stein, Edgar Middle School, 5th grade (not present)

6. Meeting Open to the Public *(for any topic)*

Ms. Linda Crownover, Windy Hill Road, spoke about her concerns with mental health issues and the hiring of psychologists.

7. Presentations/Discussions

- ❖ Student Advisory Board – Six members of the Student Advisory Board were present to speak to the Board and answer questions: Drew Chonka, Eashaan Bhattacharyya, Kyle Rutter, Carly Pichalski, Matt Brown and Nelson Shi.
- ❖ Dr. Caputo presented Student Safety Data System (SSDS) data for Period 1 (Sept – Dec 2019)
 - HIB Trainings and Programs
 - Incidents
- ❖ Dr. Caputo presented Option G data for Period 1 (Sept – Dec 2019)
- ❖ Mr. Harvier presented a review of school based budgets with School Principals Mr. Peragallo, Mr. McPeek and Mr. Porowski.

8. Reports

- ❖ President’s Report – no report
- ❖ Superintendent’s Report – no report
- ❖ Business Administrator/Board Secretary’s Report – no report
- ❖ Committee Reports
 - Mr. Derflinger gave Curriculum Committee report
 - Mr. Manley gave Facilities Committee report
 - Mr. Suss gave Finance Committee report
 - None of the other Board Committees have met since the last Board meeting

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 meeting:

January 21, 2020	Board Meeting
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Mr. Manley motioned. Mr. Benderly seconded. Motion carried 7-0-0.

12. 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)

Ms. Linda Crownover, Windy Hill Road, asked for the definitions of HIB and Option G (discussed under Presentations); and questioned the relationship between social media and mental health.

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)*

Ms. Linda Crownover, Windy Hill Road, asked if students are allowed to smoke and vape on school grounds.

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 AT 10:01 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
Richard Cundari	Substitute with Math teaching certificate	\$90/day
Amaya Ayala	Substitute with college degree	\$85/day
Robin Hjembo	Substitute with Spanish teaching certificate	\$90/day

2. Rescind and Appointment – Certificated Staff

Move to rescind and appoint Danielle Mauro, as follows, effective February 12, 2020 through June 30, 2020 (Agenda 11/12/19 Sec 13 A16):

Rescind: Danielle Mauro	Moss School	.5 Preschool Special Education Teacher	\$25,359/year Step 1A
Approve: Danielle Mauro	Moss School	Full-time Preschool Special Education Teacher	\$50,718/year, Step 1A, prorated

3. Medical Leave Extension – Certificated Staff

Move to approve an extension of the medical leave of Julie Anderson, CES Special Education Teacher, from approximately an end date of February 18, 2020 to approximately April 6, 2020. (Agenda 11/26/2019 Sec 13 A4)

4. Retirement – Non-certificated staff

Move to accept with regret the retirement of Noel Naughton, EMS Custodian, effective February 7, 2020.

5. Appointment – Non-certificated Staff

Move to approve Armando Rojas-Aguilar as a substitute custodian, at a rate of \$12.75/hour, effective upon completion of background check, for the 2019-2020 school year.

6. Transfer – Certificated Staff

Move to approve the transfer of Sarah Jensen, from Moss School Special Education teacher, to Moss School elementary teacher, effective February 12, 2020 through June 30, 2020.

7. Reading Intervention

Move to approve the following to provide reading intervention for 1.5 hours per week for the 2019-2020 school year at \$45/hour.

Elizabeth Smith

8. Appointment – 2020 Title IV MHS Mentor and Design Thinking Internship

Move to approve the following teachers for the 2020 Title IV MHS Service, Mentor and Design Thinking Internship posting at the rate of \$45/hour, not to exceed 20 hours/teacher:

Name	Funding Source
Katie McKenna	Title IV
Emily Presuto	Title IV
Lauren Campbell	Title IV
Mike Butler	Title IV
Tara Pata	Title IV
Samantha Rubin	Title IV

9. Appointment – CES Paraprofessional

Move to appoint Sadia Rizwan as a CES paraprofessional, for the 2019-2020 school year at a salary of \$20,182/year, prorated, effective February 12, 2020 through June 30, 2020.

10. Salary Adjustment – Certificated Staff

Move to approve a change in base salary for Karin Flores, MHS Spanish Teacher, from Step 2M, \$85,862/year to Step 3M, \$87,956/year, as a result of her earning a Master’s Degree, effective February 1, 2020.

11. Study Strategies Instruction

Move to approve the following to provide Study Strategies instruction for 3 hours at \$45 per hour:

Jennifer North	Deneane Bonasissa
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12. Resignation – Certificated Staff

Move to accept the resignation of Brian Elliott, German Teacher, effective April 13, 2020, or earlier if a replacement is found.

Mr. Manley motioned. Mr. Benderly seconded. Motion carried 7-0-0.

Dr. Caputo wished Mr. Naughton 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. 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
St. Joseph High School	Signal Electric	1	HX8RC	Husky X8 barebone w/RAID and CAN	\$11,245.50	\$11,245.50
		2	HXGS10TB	4 10TB HDD (40TB total) w/tray for X8	\$2,925.00	\$5,850.00
		1		Engineering	\$1,200.00	\$1,200.00
St. Joseph High School	The Gordian Group			Door Security - Openings, push bar, baseplate		\$7,163.29
				Door Security - Electrical, metal raceway		\$394.94
				Video Intercom - Communications, indoor telecommunications plenum cable		\$4,570.36
				Video Security - Electronic Safety and Security, Aiphone IX series IP video door station, video master, video intercom set		\$9,205.96
St. Francis Cathedral School	Open Systems			Relocation of Library Place IDF; Install 24-Port Ubitquiti Switch		\$4,720.00

2. Hackensack Meridian Take Vape Away Grant

Move to approve receipt of the Hackensack Meridian Take Vape Away Grant for MHS in the amount of \$7,000 for the period of December 1, 2019 through January 31, 2021.

3. Appointment-MHS Anti-Vaping Ambassador Peer Program Advisors

Move to approve the following staff members for the MHS Anti-Vaping Ambassador Peer Program, from the Hackensack Meridian Take Vape Away Grant, from January 1, 2020 through June 30, 2020:

Name	Stipend
Lisa Granados	\$364.75 (.5 stipend)
Samantha Rubin	\$364.75 (.5 stipend)

4. 2019-2020 IDEA Grant Funded Salaries

Move to approve the following grant funded salaries for the 2019-2020 school year:

Name	Salary
Brian Jeney	Paraprofessional; \$15,778 grant salary and \$1,207 grant FICA
Stephanie Angus	Stipend to coordinate the Orton Gillingham practicum program, \$45/hour not to exceed \$4,050 for the 19-20 school year

5. Professional Development

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

6. Field Trips

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

Mr. Suss motioned. Mr. Manley seconded. Motion carried 7-0-0.

-----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. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for January 17 – February 7, 2020.

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

D. CURRICULUM*Nothing at this time***PROFESSIONAL DEVELOPMENT ATTACHMENT**

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
11/5/2019	11/5/2019	Adventure Curriculum	Keers-Nolde, Kathleen	CES	\$ 50.00	FFPI	
11/5/2019	11/5/2019	Metuchen In Service	Tzetzos, Panayotis	CES	\$ 50.00	FFPI	20-136
1/22/2020	1/22/2020	Delran Innovation and Fabrication Lab Demonstration	Misuraca, Roseanna	EMS	\$ -	No cost	
1/27/2020	2/3/2020	Earn a Certificate in Instruction for Social-Emotional and Character Development	Reed, Michele	Moss	\$ 398.00	FFPI	20-133
1/27/2020	2/3/2020	SEL Instruction PD	Keller, Wendy	Moss	\$ 398.00	FFPI	20-132
1/27/2020	2/3/2020	Social Emotional Learning and Character Development	Mauro, Danielle	Moss	\$ 398.00	FFPI	20-141
1/30/2020	1/30/2020	Governor's Commission on Human Trafficking	Robbins, Evan	MHS	\$ 55.00	FFPI	20-124
2/6/2020	2/6/2020	New Jersey SEL Arts Taskforce	Thomas, Margaret	CES	\$ -	No cost	
2/13/2020	2/13/2020	NJASA Seminar Series: A Path to Excellence Through Equity	Henn, Kathleen	C/O	\$ -	No cost	
2/18/2020	2/18/2020	I&RS Training	Kirschner, Brooke	CES	\$ -	No cost	
2/18/2020	3/3/2020	I@RS training	Mruczinski, Paul	EMS	\$ -	No cost	
2/19/2020	2/19/2020	Observing Scotch Plains Fanwood PE Class	Zaneto, Nicholas	MHS	\$ -	No cost	
2/19/2020	2/19/2020	PLT4M	Fannell, Schuyler	MHS	\$ -	No cost	
2/20/2020	2/22/2020	NJMEA State Conference	Gallagher, Jordyn	EMS	\$ 459.00	FFPI	20-129
2/20/2020	2/22/2020	2020 NJMEA State Music Educators Conference	Messenger, John	MHS	\$ 549.00	FFPI	20-130
2/24/2020	2/24/2020	Youth Mental Health First Aid	Keers-Nolde, Kathleen	CES	\$ 172.60	FFPI	20-127
2/24/2020	2/24/2020	Youth Mental Health First Aid	Tzetzos, Panayotis	CES	\$ 172.60	FFPI	20-134
2/25/2020	2/25/2020	2020 NJAHPERD Annual Convention	Keers-Nolde, Kathleen	CES	\$ 98.60	FFPI	20-128
2/25/2020	2/25/2020	NJAPHERD Convention	Tzetzos, Panayotis	CES	\$ 98.60	FFPI	20-135
2/28/2020	2/28/2020	3rd Annual Regional Women's Educational Leadership Forum and Luncheon	Azevedo, Suzy	C/O	\$ -	Other	
3/2/2020	3/2/2020	2020 Statewede Assessment Training	McPeek, Kevin	EMS	\$ -	No cost	

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3/2/2020	3/2/2020	2020 Statewide Assessment District Test Coordinator and District Technology Coordinator Training	Kirschner, Brooke	CES	\$ -	No cost	
3/3/2020	3/3/2020	I&RS Training	Butler, Michael	EMS	\$ -	No cost	
3/4/2020	3/4/2020	Handle With Care Instructor Re-Certification Program	Trapanese, Alissa	CES	\$ 498.30	Other	
3/7/2020	3/7/2020	NJAKE Spring Conference with Monique Waters	Spring, Christina	CES	\$ 50.00	FFPI	20-147
3/9/2020	3/9/2020	Increase Student Engagement Through Mathematical Discourse,	Petrakakos, Vivian	EMS	\$ 135.00	FFPI	20-149
3/12/2020	3/12/2020	Quirky Kids: How Processing Differences Affect Behavior and What You Can Do to Help	Granados, Lisa	MHS	\$ 125.00	FFPI	20-144
3/14/2020	3/14/2020	ASCD Conference	Vorensky, Sandra	EMS	\$ 1,000.00	FFPI	20-131
3/17/2020	3/17/2020	Trauma Informed Compassionate Classrooms: Strategies to Reduce Challenging Behavior, Improve Learning Outcomes and Increase Student Engagement	Azevedo, Suzy	C/O	\$ 219.99	Other	
3/17/2020	3/17/2020	LEGAL ONE Responding To Kids in Crisis.	Rubin, Samantha	MHS	\$ 150.00	FFPI	20-143
3/17/2020	3/17/2020	Responding to Kids in Crisis: The Role of the School Counselor	Campbell, Lauren	EMS	\$ 150.00	FFPI	20-126
3/19/2020	3/19/2020	Making Best Use of Google Classroom to Strengthen Your Social Studies Instruction	Stead, Pamela	EMS	\$ 279.00	FFPI	20-137
3/19/2020	3/19/2020	Making Best Use of Google Classroom to Strengthen Social Studies Instruction	Butler, Michael	EMS	\$ 279.00	FFPI	20-140
3/23/2020	3/23/2020	Dyslexia: Building New Neuropathways to Master Visual and Auditory Memory, Visual Perceptual Skills, Visual Motor Skill Development and More	Stoner, Marsha	EMS	\$ 219.99	FFPI	20-125
3/23/2020	3/23/2020	Dyslexia	Muller, Jennifer	EMS	\$ 219.00	FFPI	20-138
3/26/2020	3/27/2020	NJPSA Women's Leadership Conference	Henn, Kathleen	C/O	\$ 389.00	Other	
3/26/2020	3/27/2020	Women's Leadership Conference	Herzog, Tania	C/O	\$ 389.00	Other	
3/26/2020	3/27/2020	5th Annual New Jersey Women's Leadership Conference	Azevedo, Suzy	C/O	\$ -	No cost	
3/27/2020	3/28/2020	2020 FLENJ ANNUAL CONFERENCE	Smith, Audra	EMS	\$ 195.00	FFPI	20-146

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4/1/2020	4/3/2020	National Council of Teachers of Mathematics	Evans, Neyda	C/O	\$ 1,586.00	Other	
4/21/2020	4/21/2020	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching	Pasquale, Jennifer	CES	\$ 279.00	FFPI	20-139
4/21/2020	4/21/2020	Practical Strategies to Incorporate Specially Designed Instruction into Your Co-Teaching	Omark, Lindsey	CES	\$ 299.00	FFPI	20-145
4/29/2020	4/29/2020	NJASA Workshop Series: Promoting District Image Through Effective Communications	Henn, Kathleen	C/O	\$ -	No cost	
6/22/2020	6/26/2020	IMSE Comprehensive Orton-Gillingham Training	Bruno, Kristin	EMS	\$ 1,000.00	FFPI	20-148
6/22/2020	6/26/2020	Orton Gillingham	Keller, Wendy	Moss	\$ 1,000.00	FFPI	20-142

FIELD TRIPS ATTACHMENT