

**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 25, 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	P
Mr. Glassberg	P	Mr. Suss	A – arrived at conclusion of meeting
Ms. Killean	P		

5. Showcase of Success

Ashley Jaye, Supervisor of Art, Music & World Language, introduced the following performances:

- ❖ Edgar Middle School students showcased two songs from their upcoming spring musical, “High School Musical Jr.” (Performances: February 28 and February 29 at 7pm and March 1 at 2pm at MHS. Four eighth graders, Lenny Drumetski, Kayla Gawronski, Aidan Goodman, and Juliana Johnston, performed the songs, “What I’ve Been Looking For” and “What I’ve Been Looking For (Reprise).”
- ❖ The MHS Jazz Ensemble performed “Georgia on My Mind” as a preview for MHS Ensemble Night which is Wednesday, March 4 at 7pm at MHS.

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

Ms. Linda Crownover, Windy Hill Road, got up to the podium to state that the (Democratic) debate is tonight, and that because of that she won't be speaking on any topic this evening, so people can get home to watch.

7. Presentations/Discussions

- ❖ Mr. Thumann presented the technology budget. Mr. Harvier presented the transportation budget

8. Reports

- ❖ President's Report – Mr. Manley reported the Governor Murphy gave his budget address today, and that we should get specific details on how it effects Metuchen on Thursday. He also acknowledged that Metuchen Media received two Emmy nominations.
- ❖ Superintendent's Report – Dr. Caputo echoed Mr. Manley's praise of Metuchen Media and its nominations.
- ❖ Business Administrator/Board Secretary's Report – Mr. Harvier gave report
- ❖ Committee Reports
 - Policy – Mr. Glassberg gave report
 - Curriculum – Ms. Killean gave report
 - Technology – Mr. Benderly gave report
 - Negotiations = Mr. Lifton gave report
 - Extra-Curricular – Mr. Manley gave report
 - Finance and Facilities have not met since the last 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:

February 11, 2020	Special Business Meeting (1)
February 11, 2020	Special Executive Meeting (2)
February 11, 2020	Board Meeting

Mr. Manley motioned. Mr. Benderly seconded. Motion carried 6-0-0 on Special Business Meeting 1 and Board Meeting. Ms. Killean and Mr. Small abstained. Motion carried 5-0-0 on Special Executive Meeting 2. Ms. Killean, Mr. Small and Ms. Cook abstained.

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)

Nothing at this time

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

Mr. Derflinger 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. Manley motioned. Mr. Lifton seconded. All in favor.

MEETING ADJOURNED 9:03 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
Lisa Gallina	Substitute with college degree	\$85/day
Daryl Rothman-Dick	Substitute with teaching certificate P-3	\$90/day

2. Appointment – Certificated Staff

Move to appoint Jennifer North as Supervisor of English, Social Studies and ESL, at a salary of \$107,500/year, prorated, effective February 26, 2020 through June 30, 2020.

3. Maternity/Family Leave of Absence

Move to approve the maternity/family leave of absence of Suzy Palmer, EMS English Language Arts Teacher, effective approximately June 1, 2020 through December 2, 2020.

4. Appointment – Long-term Substitute

Move to approve Marilyn Lewis as a long-term substitute for EMS Special Education Teacher, effective upon completion of background check, at a rate of \$274.15/day, for the 2019-2020 school year.

5. Appointment – Non-certificated Staff

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

6. Salary Adjustment – Certificated Staff

Move to approve a change in base salary for John Flynn, CES Music Teacher, from Step 1E, \$54,868/year to Step 3E, \$57,611/year, as a result of earning a Master's Degree, effective February 1, 2020.

7. Transfer – Certificated Staff

Move to approve the transfer of Susan Paredes, MHS Assistant Principal (at a salary of \$122,587/year, 12 months) to MHS/EMS German Teacher, at a salary of \$93,045/year, Step 3N, 10-month position, prorated, effective April 13, 2020 through June 30, 2020.

8. Instructional Stipend

Move to approve a full instructional stipend for Susan Paredes, MHS/EMS German Teacher, at \$7,069, prorated, for the 2019-2020 school year.

9. MHS Weight Room Supervisor

Move to approve the following as MHS weight room supervisor at the rate of \$25.00/hr. as needed:

Amber Scarcella

10. Rescission and Approval of MHS Spring Coaches

Move to rescind and approve the following MHS Spring Coaches for the 2019-2020 school year (Agenda 6/11/19, Sec 13 A10 and 1/7/20, Sec 13 A3):

Rescission and Approval of MHS Baseball Coach

Name	Position	Stipend
Rescind: William Colavito	Junior Varsity Coach (shared)	\$3,190.50 Step 3
Greg Sampson	Junior Varsity Coach (shared)	\$3,103.00 Step 2
Approve: Ken Eagel	Junior Varsity Coach	\$6,027.00 Step 1

Rescission and Approval of MHS Softball Coach

Name	Position	Stipend
Rescind: Ken Eagel	Junior Varsity Coach	\$6,027.00 Step 1
Approve: Schuyler Fannell	Junior Varsity Coach	\$6,027.00 Step 1

Rescission of EMS Tennis Coach

Name	Position	Stipend
Rescind: Schuyler Fannell	Tennis Coach	\$3,351 MS

Rescission and Approval of MHS Track Coaches

Name	Position	Stipend
Rescind: Joseph Keagle	Assistant Coach	\$6,293.00 Step 3
Alexander Leto	Assistant Coach (shared)	\$3,058.50 Step 2
Approve: David Allen	Assistant Coach	\$6,117.00 Step 2
Joe DiMeglio	Assistant Coach (shared)	\$3,058.50 Step 2

11. MHS Volunteer Clubs

Move to approve the following additional MHS Volunteer Clubs for the 2019-2020 school year, as listed below:

Volunteer Club	Advisor
Film Making Club	Ann Lezama
Geo Club (Geography)	Joseph Keagle

12. SEPAC Support

Move to approve the following to provide SEPAC Transition Workshops for 2.5 hours at \$45 per hour:

Jennifer North	Deneane Bonasissa
Karla Riera	Stephanie Angus

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

13. 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 December 31, 2019.

14. 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 25, 2020 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.

15. Budget Transfers

Move to approve budget transfers effective December 31, 2019.

16. Transportation Jointure Agreement

Move to approve a transportation agreement with D&L Bus Service to East Mountain School at a rate of \$170 per day, effective February 12, 2020 through February 21, 2020. Subsequently, move to approve a Jointure contract in which Metuchen is the host district and South Plainfield is the Joiner District for East

Mountain School with D&L Bus Services, Route EMD -1, effective February 24, 2020 through June 23, 2020. The rate is \$198 per day in which South Plainfield will be paying \$99 per day and Metuchen will be paying \$99 per day.

17. Professional Development

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

18. 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. Lifton seconded. Motion carried 8-0-0 for Numbers 1, 3-6. Motion carried 7-0-0 for Number 2. Mr. Benderly abstained.

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

POLICY & 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 February 7-21, 2020.

2. Second Reading of Policy

Move to approve the second reading of the following policy:

- Policy 6163 Advertising on School Property

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

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

D. CURRICULUM

Nothing at this time

Board Meeting Minutes – February 25, 2020

PROFESSIONAL DEVELOPMENT

Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
2/25/2020	2/25/2020	NJASPERD Presentation	Fannell, Schuyler	MHS	\$ -	No cost	
2/28/2020	2/28/2020	3rd Annual Women's Educational Leadership Forum and Luncheon	Evans, Neyda	C/O	\$ 45.00	Other	
2/28/2020	2/28/2020	Women's Educational Forum	Taylor, Carolyn	C/O	\$ 45.00	Other	
3/5/2020	3/5/2020	NJASA One-Day Seminar Series	Herzog, Tania	C/O	\$ 149.00	Other	
3/9/2020	3/9/2020	Increase Student Engagement Through Mathematical Discourse, Grades 3-8	Meyer, Lori	EMS	\$ 135.00	FFPI	20-150
3/9/2020	3/9/2020	Increase Student Engagement Through Mathematical Discourse, Grades 3-8	Rudin, Sydney	EMS	\$ 135.00	FFPI	20-152
3/11/2020	3/11/2020	2nd Annual K-12 Mental Health Summit	Azevedo, Suzy	Central Office	\$ -	No cost	
3/11/2020	3/11/2020	ESS 2nd Annual K-12 Mental Health Summit	Herzog, Tania	Central Office	\$ -	No cost	
3/12/2020	3/12/2020	Engagement By Design: Creating Learning Environments Where Students Thrive	North, Jennifer	Edgar Middle School	\$ 161.90	FFPI	20-163
3/20/2020	3/20/2020	Day of Distance at Villanova University	Holleran, Kelli	Campbell School	\$ 100.00	FFPI	20-154
3/20/2020	3/20/2020	Day of Distance Coaching Clinic	Holleran, Martin	Metuchen High School	\$ 100.00	FFPI	20-153
3/23/2020	3/25/2020	NJSBGA Expo	Redmond, Gerard	C/O	\$ 400.00	Other	
3/26/2020	3/26/2020	Middlesex County Prosecutor's School Security 2020 Conference - Marjory Stoneman	Porowski, Edward	CES	\$ -	No cost	

Board Meeting Minutes – February 25, 2020

		Douglas School Shooting: A Case Study							
3/26/2020	3/27/2020	Women's Leadership Conference	Evans, Neyda	C/O	\$ -		Other		
4/3/2020	4/3/2020	Naviance User Group	Azevedo, Suzy	C/O	\$ -		No cost		
4/20/2020	4/21/2020	Leveled Literacy Intervention	Fischer, Laura	Moss	\$ 635.00		FFPI		20-151
4/20/2020	4/20/2020	Social Emotional Learning and the Arts	Jaye, Ashley	C/O	\$ 149.00		Other		
4/22/2020	4/24/2020	GPANJ Annual Educational Symposium	Orcutt, Tracey	C/O	\$ 659.80		Other		
4/23/2020	4/23/2020	What's new in Google Tools and Google Classroom	Glave, Patricia	MHS	\$ 302.00		FFPI		20-156
6/1/2020	6/7/2020	College Board's 2020 AP Spanish Lit. & Culture Reading	Flores, Karin	MHS	\$ -		No cost		
6/22/2020	6/26/2020	IMSE Comprehensive Orton-Gillingham Training	Jensen, Sarah	Moss	\$ -		FFPI		20-155
11/9/2020	11/10/2020	Multi-Day Institute: LLI Primary Grades K-2 Institute	Jensen, Sarah	Moss	\$ 635.00		FFPI		21-002
11/11/2020	11/12/2020	Multi-Day Institute: LLI Intermediate, Middle, Secondary Grades 3-12	Stoner, Marsha	EMS	\$ 715.00		FFPI		21-001

FIELD TRIPS

Name	School	Grade Level	# of Students	Description of Trip	Proposed Date	Destination	Teacher(s) Participating	# of Subs	Cost of Subs	Bus Cost to District
Karin Flores	MHS	12	8 students	Safety Ambassadors will present safety lesson to first graders	2/6/2020	Campbell School	Flores	1	\$ 90.00	\$ 60.00
Danielle Cermak	MHS	12	8 students	Safety Ambassadors will present safety lesson to first graders	5/21/2020	Campbell School	Cermak	1	\$ 90.00	\$ 60.00

Board Meeting Minutes – February 25, 2020

Yoko Kato		9, 10, 11, 12	8 students	Students will hear the latest climate change research based information and learn strategies to respond & adapt at the Columbia Youth Climate Summit	3/6/2020	Columbia University, NY, NY	Kato	1	\$ 90.00	train fare paid by students
Lori-Anne DiSerio	Moss, CES	MIPP - 4	16 students	Students will visit Merrill Park	5/1/2020	Merrill Park, Iselin, NJ	DiSerio, Galassa, Horezga, McKenna	0	\$ -	\$ 60.00
Lori-Anne DiSerio	CES, EMS, MHS	K-12+	18 students	Students will attend Somerset Patriots baseball game (socialization)	5/6/2020	TB Bank Ballpark, Somerset, NJ	DiSerio, Galassa, Horezga, Rice, Linkenheld, List	0	\$ -	\$ 90.00
Lori-Anne DiSerio	CES, EMS, MHS	K-12+	18 students	Students will have lunch at Menlo Park Diner (socialization)	5/29/2020	Menlo Park Diner, Edison, NJ	DiSerio, Galassa, Horezga, Rice, Linkenheld, List	0	\$ -	\$ 60.00