

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BOARD MEETING MINUTES

**of the Metuchen Board of Education, Metuchen, NJ
Tuesday, May 12, 2020**

Virtual Meeting - Via Zoom

Topic: Metuchen Board of Education - Public Meeting
Time: May 12, 2020 08:00 PM Eastern Time (US and Canada)

Dial in: (929) 205-6099
Meeting ID: 833 4381 1051
Password: 772433

1. Call to Order

2. 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.

3. 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	P
Ms. Killean	P		

4. Superintendent's Remarks

Dr. Caputo reported updates on where the District stands as virtual learning continues. Governor Murphy has closed schools for the rest of the school year, and our last day of school is June 19th. We are continuing lunch delivery service for any student in need, regardless of free and reduced lunch status. We have made 24 home visits, checking in with students and their families. Nurses are working to return medications that have been stored at the schools (a contactless exchange). Our Summer Institute registration is underway (most programs are

planning to be remote). The District is planning various virtual end of year events, including graduation. We are working on year-end plans (including cleaning out lockers, returning books etc), and we are also looking at reopening plans for the fall (and will have contingency plans if we are unable to open). Dr. Caputo also gave an update on grading (which was also reported at previous meeting): Moss – progress reports as normal; Campbell – focusing on narrative (paragraph format) rather than letters; Edgar is now Pass/Fail for MP4. MHS has canceled finals and adjusted the weighting of the marking periods (28% for each MP1-3; MP4 is 28%).

Mr. Manley thanked the teachers and administration for their continued hard work and support.

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

Mr. David Aitken, 24 Highland Avenue, a Campbell parent, called in and asked for clarification on the revised Campbell grading policy, due to virtual learning.

6. Presentations/Discussions

Nothing at this time

7. Reports

- ❖ President’s Report – Mr. Manley reported that the District is continuing to work through all these challenges, presented by the current pandemic. He thanked the public for their patience and feedback.
- ❖ Business Administrator/Board Secretary’s Report – nothing at this time
- ❖ Committee Reports
 - Finance – Mr. Small gave report
 - No other Committees have met since the last Board meeting

8. New Business – *nothing at this time*

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 meeting:

April 28, 2020	Special Business Meeting (1)
April 28, 2020	Special Executive Meeting (2)
April 28, 2020	Board Meeting

Mr. Manley motioned. Mr. Suss seconded. Motion carried 9-0-0.

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)

Nothing at this time

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)*

Nothing at this time

14. Announcements

The next Board meeting is May 26

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. Lifton seconded. All in favor.

MEETING ADJOURNED AT 8:42 PM

PERSONNEL ATTACHMENT

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

A. PERSONNEL

1. Appointment – Certificated Staff

Move to appoint Michele Reed as Integrated Pre-school Teacher at Moss School at the salary of \$53,568, Step 1-D, prorated, effective May 1, 2020 – June 30, 2020.

2. Appointment – Certificated Staff

Move to appoint Daniel Rosa as School Psychologist for the 2020-2021 school year at the salary of \$54,522, Step 4-A, effective September 1, 2020 (salary may be adjusted upon the settlement of the new contract).

3. Reappointment – Non-Tenured Administrators

Move to approve the reappointment of the following non-tenured administrators for the 2020-2021 school year as shown on Attachment 1 (first page).

4. Reappointment – Non-Tenured Teachers

Move to approve the reappointment of the following non-tenured teachers for the 2020-2021 school year as shown on Attachment 1 (second through fourth pages).

Mr. Manley motioned. Ms. Cook seconded. Motion carried 9-0-0.

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

FINANCE ATTACHMENT

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

B. FINANCE

1. Resolution – NJSIG

The Metuchen Board of Education hereby approves the submission of a grant submission for the 2020 Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC NORTH Subfund for the purposes described in the application in the amount of \$15,882.76 for the period of July 1, 2020 through June 30, 2021.

2. Jersey State Controls

Move to approve Jersey State Controls to replace outdated building automation system with new system. Includes Schneider Automation Server, Ecostuxture software, point to point inspection, commissioning, remove existing equipment, programming, graphic design and training:

Campbell Elementary School - \$37,020
Edgar Middle School - \$38,940
Moss School - \$22,620

As per Educational Data Services Bid 9736. All work pending funds available in Metuchen High School Science Lab Project / Control Project

3. SEMI Action Plan

Move to approve the Special Education Medicaid Initiative (SEMI) Action Plan.

4. Effective School Solutions

Move to approve Effective School Solutions to provide a therapeutic program at Metuchen High School for the annual amount of \$290,700.

Mr. Small motioned. Mr. Manley seconded. Motion carried 9-0-0.

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

POLICY & CURRICULUM ATTACHMENTS

12. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items)

C. POLICY

1. Second Reading of Policies and Regulations

Move to approve the second readings of the following policies and regulations:

- ❖ P 6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM
- ❖ P 6360 POLITICAL CONTRIBUTIONS
- ❖ P 6362 CONTRIBUTIONS TO BOARD MEMBERS AND CONTRACT AWARDS
- ❖ P 6480 PURCHASE OF FOOD SUPPLIES
- ❖ P 6660 STUDENT ACTIVITY FUND
- ❖ P 6810 FINANCIAL OBJECTIVES
- ❖ R 6111 SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM
- ❖ R 6810 FINANCIAL OBJECTIVES

Mr. Glassberg motioned. Mr. Manley seconded. Motion carried 9-0-0.

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

D. CURRICULUM

1. Move to approve the following curriculum, writing document, writer and amount for 2019-2020:

DEPARTMENT	COURSE TITLE	Written by:	Amount
Practical Arts	Robotics	Clarence Stone	\$1,000

Ms. Killean motioned. Mr. Manley seconded. Motion carried 9-0-0.

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