

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**MEETING AGENDA**

**of the Metuchen Board of Education, Metuchen, NJ 08840**  
Virtual Meeting - Via Zoom

Topic: Metuchen Board of Education - Public Meeting  
Time: May 26, 2020 07:45 PM Eastern Time (US and Canada)

Dial by your location  
(929) 205-6099  
Meeting ID: 898 4223 9360  
Password: 456060

**Tuesday, May 26, 2020**

**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   |  | Mr. Lifton |  |
| Ms. Cook       |  | Mr. Manley |  |
| Mr. Derflinger |  | Mr. Small  |  |
| Mr. Glassberg  |  | Mr. Suss   |  |
| Ms. Killean    |  |            |  |

**4. Superintendent's Remarks**

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

**6. Presentations/Discussions**

**7. Reports**

- ❖ President’s Report
- ❖ Business Administrator/Board Secretary’s Report
- ❖ Committee Reports

**8. New Business**

**9. Old Business**

**10. Approval of Minutes of the Board of Education Meetings**

Move to approve the minutes of the following meeting:

|              |                               |
|--------------|-------------------------------|
| May 12, 2020 | Special Business Meeting (1)  |
| May 12, 2020 | Special Executive Meeting (2) |
| May 12, 2020 | Board Meeting                 |

**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)*

**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**

**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**

-----

**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. Salary Adjustment – Certificated Staff**

Move to approve a change in base salary for Jennifer Pasquale, CES Teacher, from Step 1-B, \$51,518/year to Step 3-B, \$54,094/year, as a result of her earning her Master’s Degree, effective May 1, 2020.

**2. Appointment – Leave Replacement**

Move to approve Chloe Edson as a leave replacement substitute for Candace Evans, CES First Grade Teacher, at a rate of \$274.15/day, effective September 1, 2020 through December 23, 2020.

----- 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. 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 March 31, 2020.

**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 May 26, 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.

**3. Transportation Jointures and Individual Routes 2020-2021**

Move to approve transportation jointures and individual routes for the 2020-2021 school year with the following districts and educational service commissions: Edison School District, Educational Service Commission of New Jersey, Plainfield School District, Piscataway School District, South Plainfield School District, Monmouth/Ocean Educational Services Commission, and Somerset County Educational Services Commission.

**4. Transportation Providers 2020-2021**

Move to approve South Plainfield School District, Durham School Services, Garas Transportation, Nelvi Transit Inc., D&L Bus Services, Mercy Transportation, Road to Success, and Stars Transport Inc. as transportation providers for the 2020-2021 school year.

**5. Student Agreement**

Move to approve settlement agreement for student #2029130.

**6. Technology Purchases**

Move to approve the following technology purchases for equipment and services from the stated companies:

| <b>Technology purchases - May 2020</b>  |                    |              |
|---|--------------------|--------------|
| <b>Equipment and services</b>           | <b>Buying from</b> | <b>Price</b> |
| Microsoft Surface replacements          | CDWG               | \$11,356.76  |
| Airtime wireless screen sharing devices | SHI International  | \$7,098.20   |
| Avigilon camera software upgrade        | Turnkey / TTI      | \$6,304.00   |
| Hard drives for computer upgrades       | CDWG               | \$9,796.59   |
| Cisco Umbrella Cloud Security           | CDWG               | \$9,212.00   |
| Parts for Campbell projector upgrades   | SHI International  | \$7,394.40   |
| Avigilon dor reader server upgrade      | CM3                | \$9,133.00   |
|   | Total=             | \$60,294.95  |

**7. Professional Development**

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

| Professional Development for Board Approval 5/26/20 |           |  |                   |          |           |                |        |
|---|-----------|--|-------------------|----------|-----------|----------------|--------|
| Start Date  | End Date  | Activity Title   | Last, First Name  | Building | Requested | Payment Method | FFPI # |
| 1/27/2020   | 1/27/2020 | Certificate in Instruction for Social-Emotional and Character Development                    | Kandel, Stephanie | Moss     | \$ 398.00 | FFPI           | 20-171 |
| 3/23/2020   | 3/23/2020 | NJ SEL /ArtsEd Taskforce   | Thomas, Margaret  | CES      | \$ -      | No cost        |        |
| 4/10/2020   | 4/10/2020 | Fed W&H-Child Labor Laws-HOs Online  | List, Jennifer    | MHS      | \$ 143.00 | FFPI           | 20-169 |
| 5/21/2020   | 5/21/2020 | Spring 2020 Arts Education Series, Focusing on SEL and the Arts                              | Thomas, Margaret  | CES      | \$ -      | No cost        |        |
| 5/28/2020   | 5/29/2020 | OSHA 10 + Course   | List, Jennifer    | MHS      | \$ 294.00 | FFPI           | 20-170 |
| 6/15/2020   | 6/17/2020 | AP United States History Exam Grading  | Schlavis, William | MHS      | \$ -      | No cost        |        |
| 7/7/2020  | 7/7/2020  | Distance Learning: Maximize Student Success Online Using Innovative Google and Ed Tech Tools | Doherty, Jennifer | CES      | \$ 279.00 | FFPI           | 21-006 |
| 7/13/2020   | 7/15/2020 | Designing and Implementing Student Training  | List, Jennifer    | MHS      | \$ 429.00 | FFPI           | 21-007 |

-----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. Metuchen Pandemic Instructional Plan**

Move to approve the updated Metuchen Public School Pandemic Plan, initially developed on 3/14/20, with an addendum added on 5/12/20.

**2. First Reading of Policies and Regulations**

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

Board Meeting – May 26, 2020

- ❖ P1642 EARNED SICK LEAVE LAW
- ❖ R1642 EARNED SICK LEAVE LAW
- ❖ P3159 TEACHING STAFF MEMBER/SCHOOL DISTRICT REPORTING RESPONSIBILITIES
- ❖ P3218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES
- ❖ P4218 USE, POSSESSION, OR DISTRIBUTION OF SUBSTANCES
- ❖ P4219 COMMERCIAL DRIVER’S LICENSE CONTROLLED SUBSTANCE AND ALCOHOL USE TESTING
- ❖ P5517 SCHOOL DISTRICT ISSUED STUDENT IDENTIFICATION CARDS
- ❖ P6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES
- ❖ P7440 SCHOOL DISTRICT SECURITY
- ❖ P8600 STUDENT TRANSPORTATION
- ❖ P8630 BUS DRIVER/BUS AIDE RESPONSIBILITY
- ❖ P8670 TRANSPORTATION OF SPECIAL NEEDS STUDENTS
- ❖ P9210 PARENT ORGANIZATIONS
- ❖ P9400 MEDIA RELATIONS

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

**D. CURRICULUM**

**1. 2020 Curriculum Summer Writing**

Move to approve the following curriculum writing documents, writers and amounts for Summer 2020:

| Department | Course Title                     | Written By                       | Amount     |
|------------|----------------------------------|----------------------------------|------------|
| Music      | AP Music Theory                  | Krombholz                        | \$1,000    |
| Art        | AP Portfolio                     | Murphy                           | \$1,000    |
| Art        | Art Grades 1-4                   | Brusca                           | \$1,000    |
| Art        | Art Grades 5-6                   | Gumbrecht                        | \$500      |
| Art        | Art Grades 7-8                   | Banner                           | \$850      |
| Art        | Art Kindergarten                 | Gaffney                          | \$350      |
| Art        | Color Dynamics                   | Banner                           | \$1,000    |
| Music      | Edgar Band Grades 5-8            | Messenger, Flynn, Keyes          | \$525 each |
| Music      | Edgar Chorus Grades 5-8          | Peckhardt, Krombholz             | \$650 each |
| Music      | Edgar Orchestra Grades 5-8       | Gallagher, Margie Thomas, McEwan | \$525 each |
| Music      | General Music-Theater Grades 5-8 | Gallagher, Peckhardt, Krombholz  | \$275 each |
| Music      | General Music-Theater Grades 1-4 | Flynn, Margie Thomas             | \$650 each |
| Art        | Innovative Art HS                | Murphy                           | \$1,000    |

Board Meeting – May 26, 2020

|                  |                                |                  |            |
|------------------|--------------------------------|------------------|------------|
| Art              | Introduction to Art HS         | Murphy           | \$1,000    |
| Music            | MHS Concert Band               | Messenger, Flynn | \$650 each |
| Music            | MHS Concert Choir              | Krombholz        | \$1,000    |
| Music            | MHS Orchestra                  | McEwan           | \$1,000    |
| Music            | Music Technology               | Krombholz        | \$1,000    |
| Music            | Music Kindergarten             | Gallagher        | \$350      |
| Art              | Photography HS                 | Banner           | \$1,000    |
| Computer Science | AP Computer Science Principles | Stone            | \$1,000    |
| Computer Science | Python                         | Jonathan Stevens | \$500      |

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