

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**MEETING AGENDA**

**of the Metuchen Board of Education**

Virtual Meeting - Via Zoom

Metuchen, NJ 08840

**Tuesday, June 9, 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**

- ❖ Student Advisory Board

**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 26, 2020 | Special Business Meeting (1)  |
| May 26, 2020 | Special Executive Meeting (2) |
| May 26, 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**

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**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 Jaclyn Reisman, MHS Special Education Math Teacher, from Step 2F, \$58,290/year, to Step 3F, \$59,711/year, as a result of her earning her master’s degree, effective June 1, 2020.

**2. Appointment – Certificated Staff**

Move to appoint Jamie Hembree as EMS Science Teacher, for the 2020-2021 school year at the salary of \$53,568, Step 1-D, effective September 1, 2020 (salary may be adjusted upon the settlement of the new contract).

**3. Appointment – Certificated Staff**

Move to appoint Olivia Avena as EMS Science Teacher, for the 2020-2021 school year at the salary of \$53,568, Step 1-D, effective September 1, 2020 (salary may be adjusted upon the settlement of the new contract).

**4. Appointment – Certificated Staff**

Move to appoint Andrea Agnone as EMS Special Education LAL Teacher, for the 2020-2021 school year at the salary of \$50,718, Step 1-A, effective September 1, 2020 (salary may be adjusted upon the settlement of the new contract).

**5. Reappointment – Tenured Teachers**

Move to approve the reappointment of the following as tenured teachers for the 2020-2021 school year as shown on the attached chart.

**6. Reading Intervention**

Move to approve Elissa Cadel to provide reading intervention for 2 hours per week at \$45/hour during the school year and for Extended School Year.

----- 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. Rain Garden Resolution**

1. BE IT RESOLVED, that the Metuchen Board of Education hereby approves the Memorandum of Understanding Between Metuchen Public Schools, the Borough of Metuchen and Rutgers, The State University of New Jersey for the Green Infrastructure Demonstration Project, consistent with the terms and conditions of the Memorandum of Understanding attached hereto; and,

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Administration to take any and actions necessary to effectuate the purposes of this resolution.

2. BE IT RESOLVED, that the Metuchen Board of Education hereby approves the Memorandum of Understanding Between Metuchen Public Schools and Rutgers, The State University of New Jersey for the Rain Garden Demonstration Project, consistent with the terms and conditions of the Memorandum of Understanding attached hereto; and,

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Administration to take any and actions necessary to effectuate the purposes of this resolution.

**2. Professional Development**

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

| Professional Development for Board Approval 6-9-20 |           |   |                  |               |                         |                |        |
|--|-----------|---|------------------|---------------|-------------------------|----------------|--------|
| Start__Date  | End__Date | Activity_Title  | Last_First_Name  | Building_Name | Requested_Expense_Total | Payment_Method | FFPI # |
| 4/13/2020  | 4/13/2020 | Getting Started with Color Pencils at the Secondary Level | Banner, Margaret | EMS           | \$ -                    | No cost        |        |
| 4/13/2020  | 4/13/2020 | Getting Started with Color Pencils at the Secondary Level | Banner, Margaret | MHS           | \$ -                    | No cost        |        |
| 4/16/2020  | 4/16/2020 | Parent Communication                                      | Banner, Margaret | EMS           | \$ -                    | No cost        |        |

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|-----------|-----------|--|--------------------|------|-----------|---------|--------|
| 4/16/2020 | 4/16/2020 | Parent Communication   | Banner, Margaret   | MHS  | \$ -      | No cost |        |
| 5/21/2020 | 5/21/2020 | Social Emotional Learning and the Arts   | Brusca, Gina       | CES  | \$ 149.00 | FFPI    | 20-172 |
| 5/21/2020 | 5/21/2020 | Social-Emotional Learning and the Arts: Exploring Connections and Implications | Krombholz, Stefeny | MHS  | \$ 149.00 | FFPI    | 20-173 |
| 6/17/2020 | 6/17/2020 | LibraryLinkNJ Annual Membership meeting  | Glave, Patricia    | MHS  | \$ -      | No cost |        |
| 6/19/2020 | 6/19/2020 | AP Reading   | Stevens, Jonathan  | MHS  | \$ -      | No cost |        |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive 30 hour Orton Gillingham Training              | Doherty, Jennifer  | CES  | \$ 940.00 | FFPI    | 20-178 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive Orton-Gillingham Training                      | Bormann, Kristina  | CES  | \$ 940.00 | FFPI    | 20-174 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive Orton-Gillingham Training                      | Levin, Lisa        | CES  | \$ 940.00 | FFPI    | 20-176 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive Orton-Gillingham Training                      | Spak, Jennifer     | CES  | \$ 940.00 | FFPI    | 20-175 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive  | Spring, Christina  | CES  | \$ 940.00 | FFPI    | 20-177 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive Orton-Gillingham Training                      | Kandel, Stephanie  | Moss | \$ 940.00 | FFPI    | 20-181 |
| 6/22/2020 | 6/26/2020 | IMSE Live Virtual Comprehensive  | Calantoni, Karen   | Moss | \$ 940.00 | FFPI    | 20-182 |
| 6/30/2020 | 6/30/2020 | ASCA / ASCAU College Admissions Specialist Program                             | DeMott, Elizabeth  | MHS  | \$ 29.00  | FFPI    | 20-179 |
| 6/30/2020 | 6/30/2020 | ASCA / ASCAU Mental Health Specialist Program                                  | DeMott, Elizabeth  | MHS  | \$ 29.00  | FFPI    | 20-180 |

**3. Student Agreement**

Move to approve the settlement agreement for student #2028011.

-----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:

- ❖ 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 a revision in Curriculum Writing for Summer 2020 (Agenda 5/26/20, Section 12 D1)

Please rescind:

|     |                |        |       |
|-----|----------------|--------|-------|
| Art | Art Grades 7-8 | Banner | \$850 |
|-----|----------------|--------|-------|

And approve:

|     |                |                   |            |
|-----|----------------|-------------------|------------|
| Art | Art Grades 7-8 | Banner, Gumbrecht | \$700 each |
|-----|----------------|-------------------|------------|

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