

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, OCTOBER 13, 2020

BOARD MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

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	Ms. Killean	P
Ms. Cook	P	Mr. Lifton	A
Mr. Derflinger	P	Mr. Manley	P
Mr. Glassberg	P	Mr. Suss	P
Dr. Johnson-Marcus	P		

5. Showcase of Success – *nothing at this time*

6. Meeting Open to the Public (*for any topic*) – *nothing at this time*

7. Presentations/Discussions – *nothing at this time*

8. Reports

- ❖ President’s Report – no report
- ❖ Superintendent’s Report – Dr. Caputo reported that he will continue with his weekly Friday messages, and that he had nothing additional to report.
- ❖ Business Administrator/Board Secretary’s Report – no report
- ❖ Committee Reports
 - Technology – Mr. Benderly gave report
 - Human Relations Committee – Dr. Johnson-Marcus gave report
 - Extra-Curricular – Mr. Suss gave report
 - Negotiations – Mr. Manley gave report
 - Facilities – Mr. Manley gave report
 - Finance – Mr. Manley gave report
 - No other Committees met since the last Board meeting

9. Old Business – *nothing at this time*

10. New Business – *nothing at this time*

11. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

September 22, 2020	Special Business Meeting (1)
September 22, 2020	Special Executive Meeting (2)
September 22, 2020	Board Meeting

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

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

Ms. Ann Pickstock, 18 Parks Square, former MHS student and current Rutgers Junior, asked the Board a question about NJEA Convention dates in November, as part of a school assignment.

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 any topic) – nothing at this time*

15. Announcements

Dr. Johnson-Marcus 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. All in favor.

MEETING ADJOURNED 8:42 PM

13. Recommendations of the Superintendent of Schools

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

A. PERSONNEL

Mr. Manley motioned to add Items #25 and 26 to be voted on tonight. All in favor.

1. FFCRA Staff Request Revision

Move to revise the FFCRA leave end date of the following staff member (Agenda 9/22/20, Section 13 A4).

Name	School	Original End Date	New End Date
Kerry Blaze	MHS	11/27/20	12/2/20

2. Leave of Absence

Move to approve a leave of absence for Linda Donohue, EMS Teacher, effective October 22, 2020 through December 31, 2020.

3. Leave Replacement Start Date Adjustments

Move to adjust the start dates of the following leave replacements (Agenda 9/22/20, Sec 13A):

Name	Replacement for	Original Start Date	New Start Date
Krista Szark	Kara Wong	10/1/20	9/29/20
Erika Bott	Julie Hertzog	10/1/20	9/29/20
Julie Macchia	Stephanie Angus	10/1/20	9/30/20
Marlene Morales	Lauren Korellis	10/1/20	9/29/20

4. Partial Unpaid Leave of Absence

Move to approve a partial unpaid leave of absence for Clarence Stone, MHS Teacher, effective September 3, 2020 through February 2, 2021.

5. Resignation – Leave Replacement

Move to accept the resignation of Hager Saad, leave replacement for Jennifer Doherty, CES Teacher, effective October 2, 2020.

6. Appointment – Substitute Paraprofessionals

Move to approve the appointment of the substitute paraprofessionals for the 2020-2021 school year at a rate of \$13.35/hour:

Elana Celano	Christine Ettore	Gresy Johnson
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7. Rescission of Instructional Stipend

Move to rescind the following instructional stipend (Agenda 8/25/20, Sec 15 A21):

Ann Burnett	MHS Special Education	\$7,069
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8. Substitute Custodians Pay Increase

Move to approve a rate increase to \$15/hour for the following substitute custodians, effective November 1, 2020:

Miguel Gonzalez	Thomas Bilgrav	Rosario Maciel
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9. Morning Screeners at Metuchen High School

Move to approve the following paraprofessionals to take temperatures and screen incoming staff members and students at MHS in the mornings, at their hourly rates, effective October 1, 2020:

Name	Hourly Rate*
Coleen Hines	\$18.95
Michelle Schutz	\$17.75
Ann Dellasala	\$18.95

10. Appointment – Leave Replacement

Move to approve the appointment of Robin Gill as a leave replacement for Andrea Elton, EMS Teacher, at a rate of \$274.15*/day, effective September 30, 2020 for approximately 12 weeks (salary may be adjusted upon the settlement of the new contract).

11. Appointment – Leave Replacement

Move to approve the appointment of Carianne Solecki as a leave replacement for Jennifer Doherty, CES Teacher, at a rate of \$274.15*/day, effective October 1, 2020 for approximately 11 weeks (salary may be adjusted upon the settlement of the new contract).

12. Appointment – Leave Replacement

Move to approve the appointment of Elizabeth Wallace as a leave replacement for Linda Donohue, EMS Teacher, at a rate of \$274.15*/day, effective October 14, 2020 through December 23, 2020 (salary may be adjusted upon the settlement of the new contract).

13. Appointment – Leave Replacement

Move to approve the appointment of Katelyn Afonso as a leave replacement for Michelle Bethé, CES Teacher, at a rate of \$274.15*/day, effective October 1, 2020 through approximately November 20, 2020 (salary may be adjusted upon the settlement of the new contract).

14. Leave of Absence

Move to approve a leave of absence for Rene Flynn, EMS Paraprofessional, effective October 27, 2020 through approximately December 14, 2020.

15. Maternity/Family Leave of Absence Adjustment

Move to approve the new end date of the maternity/family leave of absence of Candace Evans, CES First Grade Teacher, from December 23, 2020 to April 12, 2021. (Agenda 4/14/20 Sec12 A3)

16. Leave Replacement Date Adjustment

Move to approve the new end date of Darcy Moran, leave replacement for Candace Evans, CES First Grade Teacher, from December 23, 2020 to April 12, 2021 (Agenda 6/23/20 Sec 12 A25).

17. Appointment – Leave Replacement

Move to approve the appointment of Jennifer Wirt as a leave replacement for Kathleen Henn, Supervisor, at a rate of \$500/day, effective October 15, 2020 through approximately December 11, 2020.

18. Leave of Absence

Move to approve a leave of absence for Leigh Hanbridge, MHS Guidance Counselor, from December 3, 2020 to December 31, 2020.

19. Mentors Teachers

Move to approve the following mentor teachers to work with mentee teachers for the 2020-2021 school year, as listed below:

New Teacher/Leave Replacement	Mentor	Route
Erika Bott	Ken Smith	Formal Traditional Route \$550
Robin Gill	Lauren Scala	Formal Traditional Route \$550
Elizabeth Wallace	Todd Gural	Formal Traditional Route \$550
Sara Faulkner	Melissa Savarese	Formal Alternate Route \$1,000
Katelyn Afonso for Michelle Bethe	Julie Anderson	Formal Traditional Route \$550

20. Retirement – Paraprofessional

Move to accept with regret the retirement of Jeana Torzilli, Moss Paraprofessional, effective November 1, 2020.

21. Appointment – Lunch Aide

Move to approve the following as a lunch aide at Campbell School for the 2020-2021 school year:

Name	Rate
Joan DiFino	\$14.65/hour

22. Maternity leave of absence

Move to approve the maternity leave of absence of Lauren Campbell, EMS Guidance Counselor, effective approximately February 1, 2021 through June 30, 2021.

23. Leave of Absence

Move to approve a leave of absence for Tara Palmieri, CES Teacher, effective December 2, 2020 through December 31, 2020.

24. Resignation – Leave Replacement

Move to accept the resignation of Julia Macchia, leave replacement for Stephanie Angus, CES Teacher, effective November 4, 2020, or earlier if a replacement is found.

25. Appointment – Supervisor

Move to approve the appointment of Brenda Gupta, as Supervisor, for the 2020-2021 school year, at a salary of \$107,000*/year, prorated, effective October 14, 2020 or when she is released from her current position (salary may be adjusted upon the settlement of the new contract).

26. Appointment – Certificated Staff

Move to approve the appointment of Jingjing Wang, as MHS Science Teacher, for the 2020-2021 school year, at a salary of \$61,133*, Step 4F, prorated, effective October 14, 2020 or when she is released from her current position (salary may be adjusted upon the settlement of the new contract).

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

Dr. Caputo thanked Jeana Torzilli for her service to Metuchen Schools and wished her a happy and healthy retirement.

-----end of personnel section-----

13. Recommendations of the Superintendent of Schools

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

B. FINANCE

1. Nonpublic Covid-19 Technology Funds

Move to approve the Educational Services Commission to administer the Nonpublic Covid-19 technology funds.

2. Reading Intervention Learning Consultants

Move to approve Reading Intervention Learning Consultants to provide reading intervention services at a rate of \$100/hour, as needed.

3. Professional Development

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

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
9/25/2020	9/25/2020	Traumatic Loss Coalition	Chango, Lisa	EMS	\$ -	No cost	
10/3/2020	10/27/2020	ILANext	Anderson, Sarah	CES	\$ 99.00	FFPI	21-032
10/17/2020	2/7/2021	New Jersey Science Convention	Kato, Yoko	MHS	\$ 19.00	FFPI	21-033
10/24/2020	10/24/2020	Art Educators of New Jersey Workshop	Brusca, Gina	CES	\$ 150.00	FFPI	21-030
10/24/2020	10/24/2020	Art in Focus 2020	Banner, Margaret	EMS & MHS	\$ 140.00	FFPI	21-031

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11/16/2020	11/16/2020	Restorative Discipline: Help Your Students Improve Their Behavior and Strengthen Their Learning	Misuraca, Roseanna	EMS	\$ 279.00	FFPI	21-028
12/3/2020	12/3/2020	17th Annual Suicide Prevention Conference 2020 - Reaching for Hope	Theiss, Christina	EMS	\$ 49.00	FFPI	21-034
12/3/2020	12/3/2020	17th Annual Suicide Prevention Conference 2020 - Reaching for Hope	Theiss, Christina	MHS	\$ 49.00	FFPI	21-034

4. ESCNJ Authorization

Move to authorize the Educational Services Commission of New Jersey to conference, discuss and solicit input in the development of the nursing services contract document for the 2020-2021 school year, which provides nursing services to the following non-public schools located in the Metuchen School District: Edgar Learning Center, Apple Montessori, St. Joseph High School, Metuchen Christian Academy and St. Francis Cathedral.

Mr. Manley motioned. Ms. Cook seconded. Motion carried 8-0-0.

----- **end of finance section** -----

13. Recommendations of the Superintendent of Schools

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

C. POLICY

Nothing at this time

----- **end of policy section** -----

13. Recommendations of the Superintendent of Schools

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

D. CURRICULUM

1. 2020 Curriculum Summer Writing Revisions

Move to rescind and approve the following 2020 Curriculum Summer Writing assignments (5/26/20 Agenda, Sec 12 D1):

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Rescind: Music	Edgar Orchestra Grades 5-8	Jordyn Gallagher, Margie Thomas, Christopher McEwan	\$525 each
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Approve: Music	Edgar Orchestra Grades 5-8	Jordyn Gallagher, Christopher McEwan	\$650 each
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Ms. Killean motioned. Mr. Manley seconded. Motion carried 8-0-0.

----- **end of curriculum section** -----