

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, FEBRUARY 9, 2021**

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

**5. Showcase of Success**

**6. Meeting Open to the Public**

MHS Students, who referred to themselves as members of the MHS Student Coalition, attended the meeting and spoke about their concerns for a schedule change at the high school, including Seniors Vegas Rockafeller, Natalie McHam, Joe Stibich, Maggie Kleiner, MaryKate McCunney, Ryan Breen, Romir Anand and Parker Blaney.

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Mr. Glassberg thanked the students. Mr. Derflinger and Mr. Benderly also commented.

### 7. Presentations

- ❖ Mr. Harvier reviewed of baseline data, maintenance and custodial budgets

### 8. Reports

- ❖ President’s Report – Mr. Glassberg gave report
- ❖ Superintendent’s Report – no report
- ❖ Business Administrator/Board Secretary’s Report – no report
- ❖ Committee Reports
  - Finance/Tech – Mr. Manley gave report
  - Extracurricular – Mr. Suss gave report
  - Curriculum – Mr. Derflinger gave report
  - Facilities – Mr. Lifton gave report
  - Equity – Dr. Johnson-Marcus gave report
  - Human Relations Commission – Dr. Johnson-Marcus gave report
  - District Leadership Team – Mr. Benderly gave report

### 9. Old Business

### 10. New Business

Dr. Caputo addressed and thanked the student speakers. Ms. Cook commented about Covid cases at Edgar. Mr. Derflinger asked Dr. Caputo to discuss the method for contract tracing and how to determine when/if schools will go all remote. Mr. Suss commented about the sidewalks near the high school.

### 11. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

January 19, 2021	Special Business Meeting (1)
January 19, 2021	Special Executive Meeting (2)
January 19, 2021	Board Meeting

Mr. Glassberg motioned. Mr. Suss seconded. Motion carried 7-0-1. Mr. Benderly abstained.

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

Additional MHS students, as well as some parents, spoke about their concerns for a schedule change: Ms. Pooja Anand, 40 Woodbridge Avenue, Ms. Susan Kleiner, 462 Wakefield Drive, Senior Parker Blaney, Mr. Amit Anand, 40 Woodbridge Avenue, Senior MaryKate McCunney, Ms. Antonette McHam, 14 Woodruff Road, Edison, Mr. Steve Stibich, 120 Columbia Avenue, Senior Maggie Kleiner.

**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**

**Motion/Second/Comments/Roll Call**

**1. Appointment – Substitute Teacher**

Move to approve the following substitute teacher for the 2020-2021 school year, effective February 10, 2021:

<b>Name</b>	<b>Certification</b>	<b>Rate</b>
Marybeth Sondergaard	Substitute nurse	\$125/day

**2. CEU Salary Increments**

Move to approve salary increments for the following staff members as a result of their completing CEU hours during the 2019-2020 school year, effective September 1, 2020:

<b>Name</b>	<b>Base Salary Increment</b>	<b>From</b>	<b>To</b>
Julie Anderson	\$150	\$99,301	\$99,458
Michael Butler	\$150	\$93,841	\$93,998
Steve Cicchetti	\$150	\$101,136	\$101,293
Laura Fischer	\$150	\$100,611	\$100,766
Kathy Keers-Nolde	\$150	\$106,839	\$106,997
Stefeny Kromholz	\$150	\$103,474	\$103,631
John Messenger	\$150	\$94,799	\$94,953
Jennifer Miller	\$150	\$99,684	\$99,839
Roseanna Misuraca	\$150	\$105,513	\$105,669
Jonathan Nolde	\$150	\$99,934	\$100,091
Vivian Petrakakos	\$150	\$102,322	\$102,478
Margaret Thomas	\$150	\$94,275	\$94,425
Susan Paredes	\$300	\$105,813	\$106,126

**3. CEU One-Time Payments**

Move to approve one-time payments to the following staff members as a result of their completing CEU hours during the 2019-2020 school year, effective September 1, 2020:

<b>Name</b>	<b>One Time Payment</b>
Stephanie Angus	\$150
Suzy Azevedo	\$150
Michelle Bethe	\$150
Danielle Cermak	\$150
Jennifer Doherty	\$150
Joseph Keagle	\$150
Eileen Kuchar	\$150
Emily Peluso	\$150
Raquel Williams	\$150

**4. Appointment – Supervisor of Buildings and Grounds**

Move to approve the appointment of Brian Shanley as Supervisor of Buildings and Grounds, effective April 1, 2021 or earlier if he is released by his current district, for a total of five crossover days with current Supervisor of Buildings and Grounds, at a salary of \$109,000/year, 12-month position, prorated for the 2020-2021 school year.

**5. Medical Leave of Absence**

Move to approve the medical leave of absence of Lisa Levin, Campbell Teacher, effective January 19, 2021 through March 16, 2021.

**6. Appointment – Leave Replacement**

Move to approve the appointment of Krista Szark as Leave Replacement for Lisa Levin, Campbell Teacher, effective January 19, 2021 through March 16, 2021, at a rate of \$275.68/day.

**7. Appointment – Leave Replacement**

Move to approve the appointment of Kelsey Reilly as Leave Replacement for Emily Peluso, Moss Speech Language Specialist, effective as soon as her certification is approved through June 15, 2021, at a rate of \$275.68/day.

**8. Maternity Leave of Absence**

Move to approve the maternity leave of absence of Marisol Nunez, Edgar Custodian, from approximately February 16, 2021 through approximately May 15, 2021.

**9. Appointment – Per Diem Intervention Teacher**

Move to approve the appointment of Marlene Morales as Tier 3 Per Diem Intervention Teacher for Remote Students at Edgar Middle School, effective February 10, 2021 through June 15, 2021, at a rate of \$275.68/day.

**10. Appointment – 2020-2021 Title I Tutoring Teachers**

Move to approve the following 2020-2021 CES Title I Virtual Tutoring teachers at the rate of \$46/hour, plus an additional .5 preparation time for each hour of student contact time:

<b>Name</b>
Franchesca Hunt
Tara Pata
Lindsey Omark
Michelle Bethe
Danielle Rubinowitsch

**11. Appointment – 2020-2021 CARES Act (ESSER) Tutoring Teachers**

Move to approve the following 2020-2021 EMS CARES Act (ESSER) Virtual Tutoring teachers at the rate of \$46/hour, plus an additional .5 preparation time for each hour of student contact time:

Christina Bropson
Ellena Farzaie
Michael Butler
Lindsay Fishman
Karen Logan
Chris Giddes
Emily Presuto
Jennifer Miller
Ryan Clapp
Ed Albanese
Tara Pata

**12. Appointment – Custodian**

Move to approve the appointment of Jose Almeida as full-time Custodian for the 2020-2021 school year, at a salary of \$36,000/year, prorated, effective February 16, 2021.

**13. Appointment – Interim Assistant Principal**

Move to approve the appointment of Mike Knoth as the Interim Assistant Principal at Metuchen High School, at a rate of \$515/day, effective February 16, 2021 through March 12, 2021.

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

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

**B. FINANCE**

**Motion/Second/Comments/Roll Call**

**1. CARES Act Grant (ESSER) Additional Funds**

Move to approve the district’s ESSER Grant additional funds for 2020 – through September 30, 2022:

<b>Title</b>	<b>Amount</b>	<b>Description</b>
ESSER	\$31,806	Coronavirus Aid Relief and Economic Security

**2. Scoreboard**

BE IT RESOLVED that a donation of \$35,750.00 from Manasquan Bank is hereby accepted pursuant to the terms of a written agreement which is hereby approved.

**3. RESOLUTION APPROVING THE USE OF COMPETITIVE CONTRACTING**

**WHEREAS**, the Metuchen Board of Education (“Board”) desires to contract with a vendor to procure an elementary school after care school program on behalf of the Board for students in kindergarten through grade 4; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.1(b), the Board may use competitive contracting in lieu of public bidding for procurement of specialized goods and services the price of which exceeds the bid threshold, to hire a for-profit entity or not-for-profit entity to operate, manage or administer recreation or social service programs; and

**WHEREAS**, the Board desires to use competitive contracting to procure the specialized services mentioned above; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting for the aforementioned services; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(b), N.J.S.A. 18A:18A-4.4 and N.J.S.A. 18A:18A-4.5, the competitive contracting process, including the preparation of a request for proposal documentation (“RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid RFP, must be administered by the Board’s qualified purchasing agent.

**NOW THEREFORE BE IT RESOLVED** that pursuant to the provisions of N.J.S.A. 18A:18A-4.1 et seq., the Metuchen Board of Education hereby authorizes the use of competitive contracting to obtain proposals for the provision of an elementary school after care program for students in kindergarten through grade 4; and

**BE IT FURTHER RESOLVED** that the Business Administrator, who also serves the Board in the capacity of Qualified Purchasing Agent, is hereby authorized, and directed to take all necessary steps to implement this action of the Board.

**4. Acceptance of the 2019-2020 School Year Audit (CAFR)**

Move to accept the Comprehensive Audit Financial Report (CAFR), the accompanying Report to Management, and the synopsis prepared by the Superintendent, the Business Administrator, and Suplee, Clooney & Company, with no corrective action necessary for the fiscal year that ended June 30, 2020.

**5. Summer HVAC Work**

Approve EI'S proposal dated January 25, 2021 for architectural and engineering services related to HVAC in all four schools.

**6. OOD Student Tuition**

Move to approve an increase in OOD Student Tuition for Student #2029040, due to addition of extraordinary services (1:1 para).

**7. Renewal of Educational Services Commission of New Jersey Nonpublic Security Aid Program Contract**

Move to approve the following contract for renewal as follows:  
 -Nonpublic Security Aid Program from July 1, 2020 through June 30, 2025

**8. Professional Development**

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

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
11/7/2020	11/7/2020	Water Safety Instructor Certification Course	Thomas, Jim	MHS	\$ 386.00	Other	
1/27/2021	1/27/2021	Making Summative Decisions: Regional IRR and Recertification Training 2020-2021 Day 3	Gupta, Brenda	C/O	\$ 8.00	Other	
2/2/2021	2/2/2021	Child Fatality and Near-Fatality Review Board-Suicide Subcommittee Meeting	Paredes, Susan	MHS	\$ -	No cost	
2/18/2021	2/20/2021	NJMEA Virtual Conference	Flynn, John	CES	\$ 100.00	FFPI	21-063
2/18/2021	2/18/2021	Building Social Relationships through Evidence Based Social Skills Programming for Youth with Autism Spectrum Disorders	Rice, Kathy	EMS	\$ 175.00	FFPI	21-064
2/18/2021	2/18/2021	Legal One HIB Law Update	Gupta, Brenda	C/O	\$ 100.00	Other	
2/22/2021	2/23/2021	NJAPHERD Convention	Mooney, Mark	EMS	\$ 164.00	FFPI	21-054
2/22/2021	2/23/2021	NJAPHERD Convention	Mooney, Mark	MHS	\$ 164.00	FFPI	21-054

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2/25/2021	2/25/2021	NJASCD 5TH Annual Early Childhood Summit	Cohen, Richard	C/O	\$ -	Other	
2/25/2021	2/25/2021	NJASCD 5TH Annual Early Childhood Summit	Masters, Sarah	Moss	\$ 50.00	FFPI	TBD
2/25/2021	2/25/2021	NJASCD 5TH Annual Early Childhood Summit	McKenna, Katie	Moss	\$ 50.00	FFPI	TBD
3/2/2021	3/16/2021	Reading and Writing Strategies for the Online and In-Person Classroom	Agnone, Andrea	EMS	\$ 151.00	FFPI	21-065
3/2/2021	3/16/2021	Reading and Writing Strategies for the Online and In-Person Classroom	Thompson, Lauren	EMS	\$ 151.00	FFPI	21-066
3/5/2021	3/5/2021	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	Theiss, Christina	EMS	\$ 60.00	FFPI	21-061
3/5/2021	3/5/2021	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	Theiss, Christina	MHS	\$ 60.00	FFPI	21-061
3/8/2021	3/8/2021	Mental Health and Trauma-Informed Practices in Schools	Gupta, Brenda	CES	\$ -	No cost	
3/10/2021	3/10/2021	NJECC Spring conference	Williams, Raquel	CES	\$ -	No cost	
3/13/2021	3/13/2021	Get Your Teach On's Level Up Conference	Lopes, Sofia	CES	\$ 159.71	FFPI	21-057
3/15/2021	3/15/2021	Legally Compliant IEPs	Bonassisa, Deneane	MHS	\$ 100.00	FFPI	21-058
3/24/2021	3/24/2021	SEL & Student Engagement Through Arts Education	Jaye, Ashley	C/O	\$ 60.00	Other	
4/13/2021	4/17/2021	#SHAPEVirtual National Convention	Huff, Michelle	MHS	\$ 275.00	FFPI	21-062
4/21/2021	4/21/2021	Preparing for Special Education Mediation & Due Process, Special Ed.	Bonassisa, Deneane	MHS	\$ 100.00	FFPI	21-059
4/22/2021	4/22/2021	Nectfl Conference on the teaching of Foreign Languages	Williams, Raquel	CES	\$ 195.00	FFPI	21-060

Mr. Manley motioned to Table Item #9 (Student Agreement). Ms. Cook seconded. Motion carried 8-0-0. Mr. Manley motioned to move Items #1-8. Dr. Johnson-Marcus seconded. Motion carried 8-0-0.

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



**C. POLICY**

**Motion/Second/Comments/Roll Call**

**1. Suspensions**

The board hereby acknowledges receipt of the suspension report summary for January 18-February 5, 2021.

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

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

**D. CURRICULUM**

**Motion/Second/Comments/Roll Call**

**1. Revised Curriculum Guides**

Move to approve the revised curriculum guides for the following subjects:

<b>Revised Curriculum Documents</b>	
<b>Subject</b>	<b>Description</b>
Music	MHS Concert Choir
Music	MHS Concert Band
Art	Grades 5-6
Art	Grades 7-8
Art	MHS Art 3 Portfolio Development

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

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

**14. Meeting Open to Public** *(for any topic)*

Mr. Manley addressed and thanked the student speakers.

**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. Glassberg motioned. All in favor.

MEETING ADJOURNED 9:57 PM