

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

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

**5. Showcase of Success**

- ❖ Principal Ed Porowski presented certificates to Mr. Joe Fitzgibbon and Ms. Kelly Vissichelli, Campbell School Governor's Educator of the Year Recipients.

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

MHS Students spoke about school schedules and related issues, including Maggie Kleiner, Senior, Dylan Jaques, Sophomore, and Max Schilowitz, Junior. Mr. Lucas Rabinowitz, 44 Finch, and Mr. Brian Kiesche, 11 Kent Place, spoke about the in-person/hybrid/remote school schedules.

**7. Presentations**

- ❖ Mr. Harvier introduced the following Budget Reviews: Athletic/Co-Curricular, Mr. John Cathcart; Curriculum, Mr. Rick Cohen and Special Education/Mental Health Initiative, Dr. Tania Herzog

**8. Reports**

- ❖ President’s Report – Mr. Glassberg thanked Dr. Caputo for his efforts in getting the staff vaccinated.
- ❖ Superintendent’s Report – Dr. Caputo discussed survey results.
- ❖ Business Administrator/Board Secretary’s Report – no report
- ❖ Committee Reports
  - Policy – Mr. Benderly gave report
  - Curriculum – Mr. Derflinger gave report
  - Extra-Curricular – Mr. Suss gave report
  - District Leadership Team – Mr. Benderly gave report
  - Equity – Dr. Johnson-Marcus gave report
  - Finance/Tech – Mr. Manley gave report
  - Facilities – Mr. Lifton gave report
  - Human Relations Commission – Dr. Johnson-Marcus gave report

**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:

February 23, 2021	Special Business Meeting (1)
February 23, 2021	Special Executive Meeting (2)
February 23, 2021	Board Meeting

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

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

MHS Students spoke about school schedules and other school issues, including Vegas Rockafeller, Senior, Dylan Jaques, Sophomore, and Maggie Kleiner, Senior.

**13. Recommendations of the Superintendent of Schools**

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

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**

**1. Retirement – Central Office**

Move to accept, with regret, the retirement of Amy Opitz, Administrative Assistant to the Assistant Superintendent, effective May 31, 2021.

**2. MEA Sidebar**

Move to approve the sidebar with Metuchen Education Association dated March 3, 2021.

**3. Maternity Leave of Absence Extension**

Move to extend the maternity leave of absence of Marisol Nunez, Edgar Custodian, through June 11, 2021. (Agenda 2/9/21, Section 13 A8)

**4. Metuchen High School Weight Room Supervisors**

Move to approve the following as MHS weight room supervisors at the rate of \$25.00/hr. as needed during the 2020-2021 school year, effective March 2, 2021:

Bob Ulmer	Beth Abbott	Michelle Huff
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**5. Clubs and Co-Curricular Activities Addition**

Move to approve the following addition to the MHS Clubs and Co-Curricular Activities Chart for the 2020-2021 school year (Agenda 9/22/20, Section 13 A16):

<b>Club/Co-Curricular</b>	<b>Advisor</b>	<b>Step</b>	<b>Stipend</b>
MHS Spring Play	Stefeny Krombholz	3	\$7,230.00

**6. Appointment – Central Office**

Move to approve the appointment of Carolyn Taylor, Personnel Coordinator, for the 2020-2021 school year, 12-month position, effective March 10, 2021, at a pro-rated salary of \$61,000/year.

**7. Appointment – Central Office**

Move to approve the appointment of Jennifer Alijewicz, Administrative Assistant to the Superintendent, for the 2020-2021 school year, 12-month position,

effective March 10, 2021, pending criminal history clearance, at a pro-rated salary of \$51,000/year.

**8. Spring Coaches – Edgar Middle School**

Move to approve the following Edgar Middle School coaches for the Spring 2020-2021 school sports season as shown:

<b>EDGAR MIDDLE SCHOOL</b>		<b>20-21 Stipend</b>
Baseball	John Butler	\$ 3,418
Softball	Kristen Kuhlthau	\$ 3,418
Track	Ed Ronk	\$ 3,418
Track	Sydney Rudin	\$ 3,418
Track	Veronica Araneo	\$ 3,418

**9. Edgar Middle School Co-Curricular/Intramurals**

Move to approve the following staff as Spring Intramural Advisors for the 2020-2021 school year at Edgar Middle School:

Melanie Gilbert	Step 3 – Intramurals	\$ 2,964
Ed Albanese	Step 3 - Intramurals	\$ 2,964

**10. Appointment – Substitute Teacher**

Move to approve the following substitute teacher for the 2020-2021 school year, effective March 10, 2021, pending criminal history clearance:

<b>Name</b>	<b>Certification</b>	<b>Rate</b>
Cristina de Oliveira	Sub with college degree	\$90/day

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

Dr. Caputo, and Mr. Cohen, wished Amy Opitz a happy and healthy retirement, and thanked her for her service to the District.

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

**B. FINANCE**

**1. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2020-2021 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction.

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School	Vendor	QTY	Item #	Description	Unit Price	Total
St. Francis Cathedral School	Apple Inc.	1	MYN32LL/A	10.2-inch iPad Wi-Fi + Cellular 32 GB	\$429.00	\$429.00
	Apple Inc.	1	S7832LL/A	4-Year AppleCare+for Schools -iPad 8th Gen.	\$79.00	\$79.00
	Apple Inc.	1	HNKU2ZM/A	OtterBox Symmetry Series Case for iPad	\$69.95	\$69.95
	Apple Inc.	1	MD821AM/A	Lightning to USB Camera Adapter	\$29.00	\$29.00
	Apple Inc.	1	MMX62AM/A	Lighning to 3.5mm Headphone Jack	\$9.00	\$9.00
	Apple Inc.	1	MXLY2AM/A	Lightning to USB Cable	\$19.00	\$19.00
	Apple Inc.	1	HPFC2VC/A	Aer Commuter Brief 2	\$145.95	\$145.95
	Open Systems	1	Lenel S2-EXT-32-WM	NetBox web-based access control & monitoring system	\$3,816.00	\$3,816.00
	Open Systems	2	Lenel S2-LP-1502	Multi-port card reader	\$1,794.24	\$3,588.48
	Open Systems	8	Lenel S2-MR-52-S3	Card reader interface	\$607.68	\$4,861.44
	Open Systems	2	Lenel LNLAL400ULX	110VAC Power Supply 12VDC	\$387.20	\$774.40
	Open Systems	10	Lenel LNL-CONV4	Adapter plate	\$22.40	\$224.00
	Open Systems	1	Miscellaneous materials	Interior conduit, wiremold, junction boxes, hangers	\$500.00	\$500.00
	Open Systems	8	Proj. Management Labor	Hourly rate	\$145.00	\$1,160.00
	Open Systems	4	Proj. Engineering Labor	Hourly rate	\$150.00	\$600.00
	Open Systems	8	Proj. Programming Labor	Hourly rate	\$140.00	\$1,120.00
	Open Systems	40	Foreman Installation Labor	Hourly rate	\$140.28	\$5,611.20
	Open Systems	40	Journeyman Installation Labor	Hourly rate	\$121.97	\$4,878.80
	Open Systems	4	Training Labor	Hourly rate	\$140.00	\$560.00
	Open Systems	1	ExacqVision IP04-08T-R2A	IP2U recorder w/4 IP camera licenses exacqVis server	\$3,432.00	\$3,432.00
				web/mobile software, Win7 , HDMI, DVI, Display port		
	Open Systems	5	Samsung SCO-6023R	Wisenet 1080p bullet camera	\$122.50	\$612.50
	Open Systems	5	Samsung SBO-100B1	Back box for SCO-6023R	\$34.30	\$171.50
	Open Systems	7	Samsung HCD-6020R	Wisnet 1080p interior dome camera	\$147.00	\$1,029.00
	Open Systems	7	Samsung SBP-120WMW	Indoor wall mount	\$17.50	\$122.50
	Open Systems	7	SBP-300HM7	Hanging mount	\$34.30	\$240.10
	Open Systems	1	Samsung SPE-1610	16 channel encoder	\$955.50	\$955.50
	Open Systems	1	HD6-24	24 port patch panel	\$191.12	\$191.12
	Open Systems	1	USW-PRO-24-POE	24 port PoE managed switch	\$762.99	\$762.99
	Open Systems	1	SAV18D	Power Supply	\$139.99	\$139.99
	Open Systems	1	VWM-BP-3610-WT	Vertical wall mount	\$448.00	\$448.00
	Open Systems	1	VWM-SD-26-WT-U	Door for wall mount	\$192.80	\$192.80
	Open Systems	1	254245	Cat5e Cable 1000 Ft	\$235.35	\$235.35
	Open Systems	1	Misc	Miscellaneous installation materials	\$250.00	\$250.00

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	Open Systems	2	Proj. Management Labor	Hourly rate	\$145.00	\$290.00
	Open Systems	16	Foreman Installation Labor	Hourly rate	\$140.28	\$2,244.48
	Open Systems	16	Journeyman	Hourly rate	\$121.97	\$1,951.52
	Open Systems	4	Programming Labor	Hourly rate	\$125.00	\$500.00

**2. Kaleidoscope Education Solutions**

Move to approve Kaleidoscope Education Solutions to provide related services, as needed, at the following rates:

- \* Occupational Therapy Services- \$85 per hour
- \* Speech Therapy Services- \$85 per hour
- \* Occupational Therapy Evaluations- \$375 per evaluation
- \* Speech Therapy Evaluations- \$400 per evaluation

**3. Resolution**

MOVE TO APPROVE THE RESOLUTION AUTHORIZING APPLICATION TO BE MADE TO THE COMMISSIONER OF EDUCATION FOR APPROVAL OF THE SCHEMATIC PLANS FOR THE DISTRICT MECHANICAL RENOVATIONS PROJECTS, ANY REQUIRED AMENDMENT TO THE LONG RANGE FACILITIES PLAN AND OTHER RELATED ACTIONS.

**4. 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	FPPI #
3/13/2021	3/13/2021	GYTO's Level Up Conference	Levin, Lisa	Campbell	\$ 159.71	Other	
3/15/2021	3/15/2021	AIM Institute for Learning and Research - Early Literacy Screening Symposium - The Role of Early Identification and its Implication for School Based Interventions	Jeney, Meghan	Campbell	\$ -	No cost	
3/15/2021	3/15/2021	AIM Institute- Early Literacy Screening- The Role of Early Identification and It's Implication for School Based Intervention	Bormann, Kristina	Campbell	\$ -	No cost	

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3/19/2021	3/19/2021	Inclusion Leadership Conference	Lopes, Sofia	Campbell	\$ 50.00	FFPI	21-077
3/19/2021	3/19/2021	State DOE McKinney Vento Liaison Training	Gupta, Brenda	Central Off	\$ -	No cost	

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

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

**C. POLICY**

**1. Suspensions**

The board hereby acknowledges receipt of the suspension report summary for February 22 to March 5, 2021.

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

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

- P 0145 Board Member Resignation and Removal
- P 0164.6 Remote Public Board Meetings During A Declared Emergency (New)
- R 1642 Earned Sick Leave Law
- P 1643 Family Leave (New)
- P 3431.1 Family Leave (Abolished)
- P 4431.1 Family Leave (Abolished)
- P 3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P 4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P & R 5330.01 Administration of Medical Cannabis
- P 7425 Lead Testing of Water in Schools
- R 7425 Lead Testing of Water in Schools (New)
- P & R 7430 School Safety (Abolished)
- P 2415 Every Student Succeeds Act
- P 2415.01 Academic Standards, Academic Assessments, and Accountability (Abolished)
- P 2415.02 Title I – Fiscal Responsibilities
- P 2415.03 Highly Qualified Teachers (Abolished)
- P 2415.05 Student Surveys, Analysis, and/or Evaluations
- P & R 2415.20 Every Student Succeeds Act Complaints
- P 4125 Employment of Support Staff Members
- P 6360 Political Contributions
- P 8330 Student Records
- P 9713 Recruitment by Special Interest Groups

Mr. Benderly motioned. Ms. Killean seconded. Motion carried 8-0-0.

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

**D. CURRICULUM**

*Nothing at this time*

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

**15. Announcements**

Dr. Johnson-Marcus read the 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 11:22 PM**