

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, MAY 25, 2021**

**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, 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	A
Dr. Johnson-Marcus	P		

**5. Showcase of Success**

❖ The Racial Justice & Equity Committee provided an overview of the work accomplished this year, and work still to accomplish, in the areas of curriculum, committee meetings, and student involvement. Student representatives, senior Erica Lee and sophomore Nika Rockafeller, shared some of their learning, accomplishments, and ideas for next steps. Jennifer North and William Schlavis also spoke.

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

**7. Presentations**

**8. Reports**

- ❖ President’s Report – Mr. Glassberg gave report.
- ❖ Superintendent’s Report – Mr. Caputo gave report
- ❖ Business Administrator/Board Secretary’s Report –No report
- ❖ Committee Reports – Mr. Derflinger gave the curriculum report. Mr. Glassberg gave report on facilities. Mr. Manley gave report on extra-curricular and finance/tech. Other committees have not met since last board meeting.

**9. Old Business**

- None

**10. New Business**

- None

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

Move to approve the minutes of the following meetings:

May 11, 2021	Special Business Meeting (1)
May 11, 2021	Special Executive Meeting (2)
May 11, 2021	Board Meeting

Mr. Glassberg motioned. Mr. Derflinger seconded. Motion carried 7-0-0 for Board Meeting Minutes. Motion carried for Special Business Meeting 1, 6-0-1. Motion carried for Special Executive Meeting 2, 6-0-1. Mr. Manley voted yes to Board Meeting Minutes but abstained from Special Business Meeting Minutes 1 and Special Executive Meeting 2.

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

- None

**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 – Certificated Staff**

Move to approve the appointment of Christina Dybas, Special Education Teacher in the Metuchen School District, for the 2021-2022 school year, at a salary of \$60,113, Step 3F, effective September 2, 2021.

**2. Medical Leave of Absence - Extension**

Move to approve the extended medical leave of absence end date for Franchesca Hunt, Campbell School Teacher, through June 15, 2021 (Agenda 4/13/21, Section 13 A1).

**3. Leave Replacement – End Date Revision**

Move to approve the extended leave replacement term of Krista Szark as Leave Replacement for Franchesca Hunt, Campbell School Teacher, through June 15, 2021 (Agenda 4/13/21, Section 13 A2).

**4. Salary Adjustment – Non-Tenured Teacher**

Move to rescind and approve the salary for the following staff member for the 2021-2022 school year (Agenda 5/11/21, Section 13 A5):

Rescind: Jennifer Pasquale	Step: 1-D	Salary: \$54,250
Approve: Jennifer Pasquale	Step: 3-D	Salary: \$56,963

**5. In-service and Summer Workshops**

Move to approve the following teachers for preparation of turn-key workshops to be delivered at the May 28, 2021 in-service and the Summer STREAM Training, not to exceed 3 hours each, at the hourly rate of \$46/hour:

<b>Teacher</b>	<b>Workshop Title</b>
Kristina Bormann	DIBELS
Kristina Bormann	Heggerty
Megan Jeney	DIBELS
Sarah Jensen	Google Meet
Sofia Lopes	Google Meet
Suzy Palmer	Google Meet
Lauren Thompson	Google Meet
Raquel Williams	Google Classroom
Ann Burnett	Google Meet
Dan Scanlon	Google Meet
Lauren Scala	Title: An Introduction to Pear Deck: The Basics
Alyssa Dugasz	Title: An Introduction to Pear Deck: The Basics
Caroline Forde	Title: Co-teaching Roundtable, Grades 5 to 12
Lindsay Fishman	Title: Secondary Co-teaching Roundtable
Sofia Lopes	Summer STREAM STEM Project Training
Emily Presuto	Summer STREAM STEM Project Training
Erica Hsu	Summer STREAM Coping Skills Training
Samantha Rubin	Summer STREAM Coping Skills Training

**6. Appointment – Central Office**

Move to approve the appointment of Rebecca Colegrove, Secretary to the Assistant Superintendent, for the 2021-2022 school year, 12-month position, effective July 26, 2021, or earlier if she is released from her current district, pending criminal history clearance, at a pro-rated salary of \$47,000/year.

**7. Appointment – Substitute Teachers**

Move to approve the following substitute teachers for the 2020-2021 school year, effective May 26, 2021:

<b>Name</b>	<b>Certification</b>	<b>Rate</b>
Samanta Jackson	Sub with college degree	\$90/day
Kaitlyn Kwan	Sub with 60+ credits	\$85/day

**8. Medical Leave of Absence**

Move to approve the medical leave of absence for Gail Zelley, Campbell School Paraprofessional, effective May 28, 2021 through June 15, 2021.

Mr. Glassberg motioned. Mr. Manley seconded. Motion carried 7-0-0.

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

**B. FINANCE**

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

**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, 2021.

**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 25, 2021 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. Budget Transfers**

Move to approve budget transfers effective March 31, 2021.

**4. In-district Transportation Routes**

Move to approve the following daily routes for in-district transportation routes with George Dapper Inc. for the 2021-2022 school year:

C1	\$132.13	E1	\$132.13
C2	\$132.13	E2	\$132.13
C3	\$130.20	E3	\$130.20
C4	\$130.20	E4	\$130.20
C5	\$130.20	E5	\$130.20
C6	\$130.20	E6	\$130.20
C7	\$130.20	E7	\$130.20
C8	\$209.84		
C9	\$209.84		

SF8	\$100.57		
SF9	\$103.76		

**5. Athletic Transportation Routes**

Move to approve the following rates for athletic transportation routes with George Dapper Inc. for the 2021-2022 school year:

Vehicle	Hours	Amount
54 passenger w/seatbelts	3	\$230.31
	4	\$296.09
	5	\$361.90
Additional hourly amount after 5 hours		\$71.23
One way in town shuttle		\$149.56

**6. Bussing Fee**

Move to approve the partial subscription bussing fee of \$500.00 for the 2021-2022 school year.

**7. YMCA Before and After Care**

Move to approve the YMCA of Metuchen, Edison, Woodbridge and South Amboy as the before and after school provider for Moss and Campbell pursuant to NJSA 18A:18A-4.1 et seq for 2021- 2022 school plus extensions as set forth in the request for proposals.

**8. Professional Development**

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

Start Date	End Date	Activity Title	Last Name, First Name	Building Name	Requested Expense Total	Approved Expenses	Payment Method
5/19/2021	5/26/2021	"Finding Purpose for Student Voice through Meaningful Student Involvement"	Kirschner, Brooke	Campbell School	0	0	No cost

Mr. Manley motioned. Ms. Cook seconded. Motion carried 7-0-0 for item 1. Motion carried 6-0-1 for item 2. Motion carried 7-0-0 for items 3 through 5. Motion carried 6-1-0 for item 6. Motion carried 7-0-0 items 7 and 8. Mr. Benderly voted yes to all but abstained from item number 2 and voted no for item 6.

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

**C. POLICY**

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

**1. Harassment, Intimidation and Bullying**

Move to affirm the findings of the previously reported cases:

- EMS050421001
- CES050521001

**2. Suspensions**

The Board hereby acknowledges receipt of the suspension report summary for May 10, 2021 – May 21, 2021.

Ms. Cook motioned. Dr. Johnson–Marcus seconded. Motion carried 7-0-0.

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

**D. CURRICULUM**

*Nothing at this time*

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

- None

**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 9:12 pm.