

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, AUGUST 10, 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	P
Mr. Derflinger	P	Mr. Manley	P
Mr. Glassberg	A	Mr. Suss	A
Dr. Johnson-Marcus	P		

5. Showcase of Success

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

A man who said his name was Jim Franklin from 40 Spears Drive came up and asked 5 questions. We were unable to confirm his identity.

7. Presentations

- ❖ Safe Return Plan – Dr. Caputo gave a report of the Safe Return Plan
- ❖ Open to Public for Comments on Safe Return Plan – The Board asked a few questions however there were no comments or questions from the public.

8. Reports

- ❖ President’s Report - None
- ❖ Superintendent’s Report -None
- ❖ Committee Reports

Mr. Lifton gave a report for the Facilities Committee.
Mr. Manley gave a report for the Finance/Tech Committee.
Mr. Benderly gave a report for the District Leadership Committee

9. Old Business

10. New Business

11. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

July 20, 2021	Special Business Meeting (1)
July 20, 2021	Special Executive Meeting (2)
July 20, 2021	Board Meeting

Mr. Derflinger motioned. Ms. Cook seconded. Motion carried 5-2-0. Ms. Cook and Mr. Manley abstained.

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

Jim Franklin of 40 Spears Drive came up again inquiring about his previous comments. We were unable to confirm his identity.

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. Maternity Leave of Absence

Move to approve a maternity leave of absence for Jaclyn Reisman, Special Education Math Teacher at Metuchen High School, effective approximately November 15, 2021 through approximately April 12, 2022.

2. Maternity Leave of Absence

Move to approve the maternity leave of absence of Franchesca Hunt, Third Grade Teacher at Campbell Elementary School, effective September 2, 2021 through approximately February 1, 2022.

3. Resignation - Athletic Trainer

Move to accept the resignation of Julie Youngman, Athletic Trainer at Metuchen High School, effective approximately August 26, 2021, or when the start date of a new Athletic Trainer is confirmed.

4. Resignation – Certificated Staff

Move to accept the resignation of Stephanie Coleman, Special Education Teacher at Metuchen High School, effective August 13, 2021.

5. Resignation – Certificated Staff

Move to accept the resignation of Brianna Torrisi, Special Education Teacher, 18-21 Year Old Class at Metuchen High School, effective August 10, 2021.

6. Appointment – Certificated Staff

Move to approve the appointment of Anais Ortega, Spanish Teacher at Metuchen High School, for the 2021-2022 school year, at a salary of \$81,000, Step 1-L, effective September 2, 2021.

7. Appointment – Principal

Move to approve the appointment of Dr. Vincent Costanza, Campbell School Principal, for the 2021-2022 school year, at a salary of \$135,000/year, prorated, 12-month position, effective August 11, 2021.

8. Appointment – Athletic Trainer

Move to approve the appointment of Molly Yelencsics, Athletic Trainer at Metuchen High School, for the 2021-2022 school year, at a salary of \$51,500, Step 1-A, prorated, effective August 26, 2021 or earlier if she is released from her current employer, pending certification.

9. Appointment – Health and Physical Education Teacher

Move to approve the appointment of Julie Youngman, Health and Physical Education Teacher at Metuchen High School, for the 2021-2022 school year, at a salary of \$53,250, Step 1-C, effective September 2, 2021, pending certification.

10. Appointment – Supervisor of Guidance

Move to approve the appointment of Ilana Kurtin, Supervisor of Guidance, for the 2021-2022 school year, at a salary of \$113,500/year, prorated, 12-month position, effective October 11, 2021 or earlier if she is released from her current district.

11. Interim Supervisor Extension

Move to extend the Interim Supervisor term of Kathy Glutz, Interim Supervisor of Guidance, through August 24, 2021 (Agenda 6/29/21, Section 13 A7 and Agenda 07/20/2021, Section 13 A10).

12. Appointment – Leave Replacement

Move to approve the appoint of Tiffani Joyce, Leave Replacement Social Worker for Metuchen Public Schools, effective September 2, 2021 through January 31, 2022, at a salary of \$302.23/day.

13. Appointment – Leave Replacement

Move to approve the appointment of Caitlin Nadler, Leave Replacement for Melissa Harley, English Teacher at Edgar Middle School, for 2021-2022 school year, at a salary of \$278.38/day, effective September 2, 2021.

14. Appointment – Leave Replacement

Move to approve the appointment of Maurice H. Schwab, Leave Replacement for Susan Paredes, German Teacher at Edgar Middle School and Metuchen High School, for 2021-2022 school year, at a salary of \$278.38/day, effective September 2, 2021 though approximately November 8, 2021.

15. Appointment – Certificated Staff

Move to approve the appointment of Tiffani Joyce, Social Worker for Metuchen Public Schools, for the 2021-2022 school year, effective February 1, 2022 through June 30, 2022, at a salary of \$55,913/year, Step 3-C, prorated.

16. Appointment – Certificated Staff

Move to approve the appointment of Dawn Valovcin, Special Education 18-21 Year Old Class Teacher at Metuchen High School, for 2021-2022 school year, at a salary of \$67,200/year, Step 3-H, effective September 2, 2021, pending certification.

17. Appointment – Substitute

Move to approve the following as substitute for the 2021-2022 school year, as needed:

Dawn Valovcin	College degree	\$90/day
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18. Appointment – Certificated Staff

Move to approve the appointment of Roland Wright, Special Education Math Teacher at Metuchen High School, for 2021-2022 school year, at a salary of \$76,500/year, Step 1-K, effective September 2, 2021.

19. Appointment – Certificated Staff

Move to approve the appointment of Dana Donatelli, School Psychologist for Moss School and Metuchen High School, for 2021-2022 school year, at a salary of \$87,075/year, Step 4-L, prorated, effective October 11, 2021, or earlier if she is released from current district.

20. ESY Nurses

Move to approve the following nurses to provide additional 2021 ESY and summer services at their hourly rate:

Name	Program	Hourly Rate
Nga Pham	Summer Programs Nursing	\$ 49.77
Amanda Maricante	Summer Programs Nursing	\$ 47.97
Janice Billick	Summer Programs Nursing	\$ 85.01
Michele Brinkerhoff	Summer Programs Nursing	\$ 61.26

21. Appointment – ESY Teachers

Move to approve the following teachers to provide 2021 ESY services at their hourly rate, as needed, per IEPs:

Name	Program	Per Hour
Katie McKenna	Preschool & K	\$ 51.58
Kelsee Young	Preschool	\$ 47.07
Michele Herold	Preschool	\$ 49.77
Sarah Masters	Resource K	\$ 47.07
Brian Jeney	Special Class MD 1-2	\$ 47.56
Francine Galassa	Special Class MD 3-4	\$ 52.26
Sarah Karger	Resource English & Math 9-12	\$ 82.80
Kathy Thomas (Rice)	Special Class MD 5-8	\$ 85.14
Christina Dybas	Special Class MD 9-12	\$ 54.16
Stephanie Coleman	Special Class MD 18-21	\$ 49.43
Steve Cichetti	Resource 9-12 & ESS support	\$ 84.87

22. Appointment – ESY Paraprofessionals

Move to approve the following paraprofessionals to provide student support for 2021 ESY and summer services at their hourly rate, as needed:

Name	Program	Per hour
Laurie Toth	Resource 1	\$ 19.76
Hope Serratelli	Resource 2	\$ 23.91
Margie Clark	Resource 3	\$ 19.16
Christina Ettore	Multiply Disabled 1-4	\$ 19.16

Jennifer Lesniak	Multiply Disabled 5-8	\$ 20.36
William Colavito	Multiply Disabled 5-8	\$ 20.36
Briana DeMaio	Resource 5-8	\$ 19.16

23. Child Study Team Extension

Move to approve the following CST members for up to 5 more days of additional summer work, at the following per diem rates (Agenda 06/08/2021 Section 13 A20):

Name	Position	Per Diem Rate
Alissa Trapanese	Psychologist	\$ 496.82
Christina Theiss	Psychologist	\$ 522.97
Daniel Rosa	Psychologist	\$ 303.61
Kelly Wales	Psychologist	\$ 315.24
Karen Calantoni	Learning Consultant	\$ 341.68
Marissa Geist	Social Worker	\$ 278.38
Nicole Benfatti	Learning Consultant	\$ 470.68
Patricia Lewis	Learning Consultant	\$ 444.53
Karla Riera	Learning Consultant	\$ 535.14
Lisa Granados	Social Worker	\$ 496.82
Susan Whitlock	Social Worker	\$ 459.73
Tiffani Joyce	Social Worker	\$ 302.23

24. Instructional and Non-Instructional Stipends

Move to approve the following Instructional and Non-Instructional Stipends for the 2021-2022 school year as listed on the attached chart.

Name	Assignment	Stipend
Christina Dybas	MHS self-contained class	\$7499, instructional
Roland Wright	MHS special education math	\$7499, instructional
Dawn Valovcin	MHS 18-21 year olds	\$7499, instructional
Sarah Karger	MHS transition coordinator	\$6369, non-instructional

25. Summer ELL Screening

Move to approve Ellen Park to conduct Summer ELL Screening (Title III) for the 2021-2022 school year. She will be paid curriculum rate (\$47) as per the MEA Contract and will not exceed eight (8) hours.

26. Student Teacher

Approve the following student teacher in the Metuchen Public Schools district for the 2021 – 2022 school year:

Name	School
Paisley Terenzi, Cornell University	EMS

27. Additional Coaches – Metuchen High School and Edgar Middle School fall 2021

Move to approve the following Metuchen High School and Edgar Middle School Coaches for the fall 2021 school sports season as shown (Agenda 06/22/2021, Section 13 A27):

Name	Assignment	Step	21-22 Stipend
Julie Youngman	MHS Girls Soccer Freshman Coach	1	\$5,766
Jose Almeida	EMS Field Hockey Coach	N/A	\$3,486

28. Tenured Teachers Revision

Move to rescind and approve the following tenured teachers for the 2021-2022 school year (Agenda 6/08/21, Section 13 A1):

Name	Assignment	21-22 Grp	21-22 Step	21-22 Base Salary	21-22 CEU	21-22 Longevity	21-22 Total Salary
Rescind: Kerry Blaze	MHS-Social Studies	1	N	\$90,000		1.03	\$92,700
Rupel Conzo	Campbell – Spec. Ed	3	N	\$94,500		1.03	\$97,335
Approve: Kerry Blaze	MHS-Social Studies	1	N	\$90,000		1	\$90,000
Rupel Conzo	Campbell – Spec. Ed	3	N	\$94,500		1	\$94,500

Mr. Derflinger motioned. Mr. Lifton seconded. Motion carried 7-0-0.

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

B. FINANCE

Motion/Second/Comments/Roll Call

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:

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Acad.	Apple	10	MYLU2LL/A	10.2-inch iPad Wi-Fi 32 GB - Space Gray (10-pack)	\$294.00	\$2,940.00
Metuchen Christian Acad.	Apple	8	MYL92LL/A	10.2-inch iPad Wi-Fi 32 GB - Space Gray	\$299.00	\$2,392.00

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Metuchen Christian Acad.	Apple	3	HPLN2ZM/A	UAG Rugged PLYO Case for 10.2-inch iPad Black	\$34.95	\$104.85
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2. Professional Development

Move to approve the following professional development activities 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
7/20/2021	7/20/2021	NJASCD Board Meeting	Dougherty, Natalie	CO	0	0	No cost
8/20/2021	8/20/2021	2021 Somerset County Future Administrators Educational Summit	Azevedo, Suzy	EMS	0	0	No cost
8/20/2021	8/20/2021	2021 Somerset County Future Administrators Educational Summit	Dougherty, Natalie	CO	0	0	No cost
1/25/2022	1/27/2022	Code of Student Conduct Certificate Program	Evans, Neyda	EMS	400	0	Other

3. In-District Transportation Routes Updated

Move to approve the following updated daily routes for in-district transportation routes with George Dapper Inc. for the 2021-2022 school year (Agenda 05/25/2021, Section 13 B4):

C1	\$130.40	E1	\$130.40
C2	\$130.40	E2	\$130.40
C3	\$128.48	E3	\$128.48
C4	\$128.48	E4	\$128.48
C5	\$128.48	E5	\$128.48
C6	\$128.48	E6	\$128.48
C7	\$128.48	E7	\$128.48
C8	\$209.84		
C9	\$209.84		

SF8	\$100.57		
SF9	\$103.76		

Mr. Manley motioned. Ms. Cook seconded. Motion carried 7-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Second Reading of Policies and Regulations

Move to approve the second readings of the following policies and regulations:

P 0131	Bylaws, Policies, and Regulations
P 1521	Educational Improvement Plans (Abolished)
P 1649	Federal Families First Coronavirus (COVID-19) Response Act (Abolished)
P 2421	Career and Technical Education
R 2421	Vocational – Technical Education (Abolished)
P 3134	Assignment of Extra Duties
P & R 3142	Nonrenewal of Nontenured Teaching Staff Member
P & R 3221	Evaluation of Teachers
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P & R 4146	Nonrenewal of Nontenured Support Staff Member
P & R 5460.02	Bridge Year Pilot Program (New)
P & R 6471	School District Travel
P 8561	Procurement Procedures for School Nutrition Programs

Ms. Cook motioned. Mr. Benderly seconded. Motion carried 7-0-0.

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

Nothing at this time

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

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

15. Announcements

Ms. Cook gave an announcement.

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

Dr. Derflinger motioned. All in favor. Meeting was adjourned at 8:35 pm.