

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, SEPTEMBER 28, 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	P	Mr. Suss	P
Dr. Johnson-Marcus	P		

5. Showcase of Success

Introduction of New Teachers:

Matt Sutin - MHS English

Jennifer Azzara - Gym Dance Teacher at Moss

Both new hires greeted the Board and gave short statements.

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

7. Presentations

Graduation Data: Class of 2021

1. Total Number of Graduates Class of 2021: 183
2. Graduation Assessment Requirements: Waived. *(On January 11, 2021, Governor Murphy signed Executive Order 214. Recognizing that students expected to graduate in the class of 2021 have faced more challenges in accessing graduation assessment requirements than those in previous graduating classes, the Executive Order waives the statutory graduation assessment requirement pursuant to N.J.S.A. 18A:7C-1 et seq. for any 12th grade student who has not yet satisfied the assessment requirement. This waiver includes the requirement to complete the portfolio appeals process. Students in the class of 2021 must still meet all the other State and local graduation requirements, including but not limited to credit, curriculum, and attendance requirements.)*
3. Additional Graduation Data for the Class of 2021
 - Cohort Count: 193
 - Graduated: 183
 - Excluded from Cohort: 10
 - o Transfer Out: 1 (Transfer to Alternate Adult Education)
 - o On Track Continuing: 5 (four to 18-21 program and one designated as class of 2022)
 - o Off Track Continuing: 1 (designated as class of 2022)
 - o Drop Out: 3

Dr. Caputo read the report on the graduating class of 2021.

8. Reports

- ❖ President's Report - Mr. Glassberg gave a short report.
- ❖ Superintendent's Report - Dr. Caputo gave a report.
- ❖ Committee Reports

Dr. Johnson-Marcus gave a report on the Human Relations Committee.

Mr. Benderly gave a report on the Garden State Coalition of Schools.

Mr. Suss gave a report on the Extra-Curricular Committee.

Mr. Lifton did not give an official report on the Facilities Committee but expressed that the Board discussed certain facilities developments in closed session.

Mr. Derflinger gave the Curriculum Committee report.

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:

September 14, 2021	Special Business Meeting (1)
September 14, 2021	Special Executive Meeting (2)
September 14, 2021	Board Meeting

Mr. Glassberg motioned. Mr. Derflinger seconded. Motion carried 9-0-0.

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

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. Clubs and Co-Curricular Activities

Move to approve the additional co-curricular stipend at MHS for the 2021-2022 school year (Agenda 8/24/21, Section 13 A14):

Co-Curricular	Advisor	2021-2022 Stipend
Junior Class Advisor	Dawn Valovcin (Step 1)	\$2,966

2. Interim Supervisor Extension

Move to extend the Interim Supervisor term of Kathy Glutz, Interim Supervisor of Guidance, through October 15, 2021 (Agenda 8/24/21, Section 13 A12).

3. Maternity Leave of Absence Extension

Move to extend the maternity leave of absence of Susan Paredes, German Teacher at Edgar Middle School and Metuchen High School, through January 28, 2022 (Agenda 1/5/21, Section 20 A16).

4. Medical Leave of Absence

Move to approve the medical leave of absence of Rhonda Silverman, Paraprofessional at Metuchen High School, from September 9, 2021 through approximately October 18, 2021.

5. Summer Work - Metuchen High School Peer Leadership

Move to approve the following peer leadership trainer for summer work at Metuchen High School:

Name	# of Days	Per Diem Rate
Linda Wisniewski	2	\$462.16

6. Coach Appointment Revisions - Metuchen High School and Edgar Middle School

Move to approve the following revisions to the 2021-2022 Metuchen High School and Edgar Middle School Coach Appointments (Agenda 6/22/2021, Section 13 A27):

Name	School	Assignment	Step	2021-2022 Stipend
Rescind: Ben Hohmann	MHS	Wrestling Assistant	1	\$6,410
Approve: Ben Hohmann	MHS	Wrestling Assistant (.5)	1	\$3,205
*Robert Cleary	MHS	Wrestling Assistant (.5)	1	\$3,205
Rescind: Ed Albanese	EMS	Boys Basketball	-	\$3,486
Rescind: Lauren Parello	MHS	Fall Cheer Assistant	1	\$3,238
Rescind: Lauren Parello	MHS	Winter Cheer Assistant	1	\$3,238
Rescind: Scott Rockhill	MHS	Football First Assistant (1)	3	\$8,107
Approve: Scott Rockhill	MHS	Football First Assistant (.5)	3	\$4,053.50

*Represents Adjunct Coach

7. Mentor Teacher Revisions

Move to approve the Mentor Teacher Revisions for the 2021-2022 school year as follows (Agenda 8/24/21, Section 13 A17,17):

New Teacher/Leave Replacement	School	Mentor	Type of Mentor	Payment
Rescind: Samantha Green	MHS	Yoko Kato	Formal	Alternate Route \$1,000
Approve: Samantha Green	MHS	Yoko Kato	Informal	\$47/hour, up to 6 hours
Rescind: Emily Sporer	Moss	Stephanie Kandel	Formal	Alternate Route \$1,000
Approve: Emily Sporer	Moss	Stephanie Kandel	Informal	\$47/hour, up to 6 hours

Approve: Jennifer Azzara	Moss	Michelle Huff	Formal	Alternate Route \$1,000
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8. Specialized Reading Intervention

Move to approve Julie Anderson to provide specialized reading intervention 1.5 hours per week at \$47 per hour.

9. Appointment - Bus Aide

Move to approve Ann Della Sala, paraprofessional, to work as a bus aide to provide additional student assistance on the bus, as needed, at the hourly rate of \$20.36/hr.

10. Distribution of ESSA Title 1 Salary Funds

Move to approve the use of ESSA Title 1 teacher salary funds for RTI Math Teacher Tomasz Sobieniak, not to exceed \$59,753.00 for the 2021-2022 school year.

11. Appointment Substitutes

Move to approve the additional substitute teachers for the 2021-2022 school year, effective September 29, 2021 (Agenda 8/24/21, Section 13 A5), pending criminal history clearance:

Substitute Teacher	Certification	Ray Rate
Charles Sam Schoeffel	Sub with 60+ college credits	\$85/day
Annette Klimerman	Elementary teacher cert	\$95/day
Kerrilyn Sidial-Boisvert	Sub with 60+ college credits	\$85/day
Brian Brundage	Sub with college degree	\$90/day
Chris Stankiewicz	Sub with 60+ college credits	\$85/day
Nancy Guillaume	Chemistry teacher cert	\$95/day

12. Non-Instructional Stipend Revision

Move to approve the following Non-instructional Stipend revision for the 2021-2022 school year effective October 1, 2021, as listed (Agenda 08/24/2021, Section 13 A20):

Name	Assignment	2021-2022 Stipend
Rescind: Tara Pata	Campbell lunch/recess non-instructional (.5)	\$3184.50
Approve: Christina Spring	Campbell lunch/recess non-instructional (.5) prorated	\$3184.50

Mr. Glassberg motioned. Mr. Manley seconded. Motion carried 9-0-0.

-----**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 July 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 September 28, 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 July 31, 2021.

4. Nonpublic Technology

Move to approve the following nonpublic technology for the 2021-2022 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
St. Joseph's High School	CDW-G	12	6288146	Lenovo ThinkBook 14s Yoga ITL-14" 16GB RAM-512GB S	\$1140.81	\$13,689.72
St. Joseph's High School	CDW-G	12	6188131	Lenovo 65W USB-C Travel Adapter-power adapter-65 Watt	\$73.73	\$884.76

5. Special Olympics Unified Grant

Move to accept the Special Olympics of NJ Unified Grant in the amount of \$12,000 to implement Unified Programs at MHS.

6. IDEA and ARP Grant Allocation Revision

Move to approve the following revised IDEA and ARP Grant Allocation for the 2021-2022 school year (Agenda 7/20/21, Section 13 B6:

IDEA and ARP Allocation			
Description	Original IDEA Amount	Added ARP Amount	Total
Basic allocation	\$632,189	\$143,275	\$775,464
Preschool allocation total	\$17,458	\$12,233	\$29,691
Total allocation	\$649,647	\$155,508	\$805,155

7. Professional Development

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

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Start Date	End Date	Activity Title	Last Name First Name	Building Name	Requested Expense	Approved Expenses	Payment Method	FFPI Proposal Number
9/24/2021	5/20/2022	Traumatic Loss Coalitions for Youth (TLC)	Chango, Lisa	Edgar	0	0	No cost	
9/30/2021	10/1/2021	Women's Leadership Conference 2021	Herzog, Tania	Central Office	389	389	Other	
10/1/2021	10/1/2021	International Dyslexia Association - the 36th annual virtual fall conference	Angus, Stephanie	Campbell	125	125	FFPI	22-023
10/1/2021	10/1/2021	New Jersey Branch INTERNATIONAL DYSLEXIA ASSOCIATION presents The Thirty-Sixth Annual VIRTUAL FALL CONFERENCE	Bormann, Kristina	Campbell	125	125	FFPI	22-013
10/1/2021	10/1/2021	The Thirty-Sixth Annual Fall Conference -m Securing the Strands for Skilled Reading	Anderson, Julie	Campbell	125	125	FFPI	22-015
10/1/2021	10/1/2021	Thirty Sixth Annual Virtual Fall International Dyslexia Association Conference - Securing the Strands for Skilled Readers	Jeney, Meghan	Campbell	125	125	FFPI	22-012
10/1/2021	10/2/2021	The NJIDA 36th Annual Virtual Fall Conference: Securing the Strands for Skilled Reading	Smith, Rebecca	Campbell	150	150	FFPI	22-014
10/14/2021	10/14/2021	Social Emotional Character Development	Miller, Jennifer	Edgar	0	0	No cost	
10/14/2021	10/14/2021	Social Emotional Character Development	Presuto, Emily	Edgar	0	0	No cost	
10/14/2021	11/18/2021	LLI Intermediate & Middle Grades 3-8 / A Virtual Institute	Leghorn, Ann	Edgar	500	500	FFPI	22-016
10/15/2021	10/15/2021	LDA NJ &MI 2-Day Virtual Conference Oct 15 & 16	Lewis, Patricia	Edgar	50	50	FFPI	22-017

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10/15/2021	10/15/2021	Central Jersey Director of Counseling Monthly Meeting	Kurtin, Ilana	Central Office	0	0	No cost	
10/19/2021	10/20/2021	NEW JERSEY SCIENCE CONVENTION	Hembree, Jamie	Edgar	300	0	FFPI	22-021
10/19/2021	10/19/2021	New Jersey Science Convention	Nolde, Jonathan	Campbell	195	195	FFPI	22-019
10/19/2021	10/20/2021	NJ Science Teachers' Convention	Henn, Kathleen	Central Office	315	315	Other	
10/20/2021	10/20/2021	How to Teach the Holocaust	Muller, Jennifer	Edgar	0	0	No cost	
10/20/2021	10/22/2021	7th Annual Symposium GPANJ	Orcutt, Tracey	Central Office	500	500	Other	
10/20/2021	10/20/2021	How to Teach the Holocaust	Stoner, Marsha	Edgar	0	0	No cost	
10/29/2021	10/29/2021	Racialized Trauma Conference	Granados, Lisa	MHS	99	99	FFPI	22-020
11/12/2021	11/12/2021	Spotlight on Contemporary Antisemitism	Forde, Caroline	Edgar	0	0	No cost	
12/3/2021	12/3/2021	What's NEW in Children's Books and Creative, Powerful Strategies to Use Them in Your Program	Doherty, Jennifer	Campbell	279	279	FFPI	22-022
12/6/2021	12/7/2021	New Jersey Association of School Librarians 2021 - Courage, Connection, Compassion	Derer, Barbara	Campbell	200	200	FFPI	22-018

Mr. Manley motioned. Ms. Killean seconded. Item 1, motion carried 9-0-0. Item 2, motion carried 8-0-1. Mr. Benderly abstained. Motions 3-7 carried 9-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Second Reading of Policies and Regulations

Move to approve the second reading of the following policy:

P 1648.13 School Employee Vaccination Requirements

2. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for September 15, 2021 – September 24, 2021.

Ms. Cook motioned. Mr. Benderly seconded. Motion carried 9-0-0.

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

1. Physical Education and Health Curriculum Guide

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

Curriculum Documents	
Subject	Description
Physical Education	Grades 9, 10, 11 & 12
Health	Grades 6, 9, 10, 11 & 12

Mr. Derflinger motioned. Ms. Cook seconded. Motion carried 9-0-0.

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

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

15. Announcements

Dr. Johnson-Marcus gave 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 9:12pm.