

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, OCTOBER 12, 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	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** *(for any topic)*

**7. Presentations**

- ❖ Safe Return Plan/ The Road Forward - Dr. Caputo

Dr. Caputo gave a report on the updated procedures and rules for the Metuchen School District.

- ❖ Open to Public for Comments on Safe Return Plan/The Road Forward

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 on the Facilities Committee.

Mr. Manley gave a report on the Finance/Tech Committee.

**9. Old Business**

-None

**10. New Business**

-None

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

September 28, 2021	Special Business Meeting (1)
September 28, 2021	Special Business Meeting (2)
September 28, 2021	Board Meeting

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

**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. Family Medical Leave of Absence**

Move to accept the family medical leave of absence of Brian Stike, Assistant Principal at Metuchen High School, effective October 29, 2021 through January 2, 2022.

**2. Non-Instructional Stipend Revision**

Move to approve the following Non-Instructional Stipend revision for the 2021-2022 school year effective October 18, 2021, as listed (Agenda 7/20/21, Section 13 A11):

Name	Assignment	2021-2022 Stipend
<b>Rescind:</b> Dan Scanlon	AP Test Coordinator (3/8)	\$2,388, prorated

<b>Approve:</b> Ann Burnett	AP Test Coordinator (3/8)	\$2,388, prorated
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### 3. Clubs and Co-Curricular Activities

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

Co-Curricular	Advisor	2021-2022 Stipend
National Honor Society (.5)	Mark Stack (1)	\$1,185.00
National Honor Society (.5)	Matt Sutin (1)	\$1,185.00

### 4. Appointment - Lunch Aide

Move to approve the following as a lunch aide in Metuchen Public Schools for the 2021-2022 school year, pending criminal history clearance:

Name	Rate per Hour
Jeffrey Salzer	\$13.75

### 5. Coach Appointment Revisions - Metuchen High School

Move to approve the following revisions to the 2021-2022 Metuchen High School Coach Appointments (Agenda 6/22/2021, Section 13 A27 and Agenda 9/28/21, Section 13 A6):

Name	School	Assignment	Step	21-22 Stipend
<b>Rescind:</b> Jordan Leitner (.5)	MHS	Football Assistant Coach (.5)	3	\$3,869.50
<b>Approve:</b> Jordan Leitner (.5)	MHS	Football First Assistant Coach (.5)	3	\$4,053.50
<b>Approve:</b> John Thornton* (.5)	MHS	Football Assistant Coach (.5)	3	\$3,869.50
<b>Rescind:</b> Guy Jensen*	MHS	Boys Basketball Head Coach	3	\$10,082
<b>Approve:</b> Marty Holleran*	MHS	Boys Winter Track Head Coach	3	\$8,291
<b>Rescind:</b> David Allen*	MHS	Spring Track Assistant Coach	3	\$6,547
<b>Approve:</b> Marty Holleran*	MHS	Spring Track Assistant Coach	3	\$6,547
<b>Approve:</b> David Allen*	MHS	Spring Track Head Coach	2	\$9,392

\*Represents Adjunct Coach

### 6. Appointment - Leave Replacement

Move to approve the appointment of Catherine LaMoreaux, as Leave Replacement for MHS English Teacher, effective October 14, 2021 through approximately November 16, 2021, at a rate of \$278.38/day.

### 7. Appointment - Substitutes

Move to approve the additional substitute teachers for the 2021-2022 school year, effective October 13, 2021, pending completion of substitute paperwork and criminal background clearance (Agenda 8/24/2021, Section 13 A5):

<b>Substitute Teacher</b>	<b>Certification</b>	<b>Ray Rate</b>
Danielle Movsessian	Elementary Teacher cert	\$95/day
Paula Musselman	Sub with college degree	\$90/day
Sugandhi Ellama	Sub with 60+ college credits	\$85/day

**8. Appointment - Substitute Paraprofessional**

Move to approve the additional substitute paraprofessional for the 2021-2022 school year, effective October 13, 2021, at a rate of \$13.75/hour, pending completion of substitute paperwork and criminal background clearance (Agenda 8/24/2021, Section 13 A6):

Sandy Iacona
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**9. Appointment - Leave Replacement**

Move to approve the appointment of Sarah Cosenza, Leave Replacement for Laura Fischer, Kindergarten Teacher at Moss School, effective October 25, 2021 through approximately November 12, 2021, or longer if needed, at a rate of \$278.38/day.

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

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

**B. FINANCE****Motion/Second/Comments/Roll Call****1. Professional Development**

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

<b>Start Date</b>	<b>End Date</b>	<b>Activity Title</b>	<b>Name</b>	<b>Building</b>	<b>Requested</b>	<b>Approved</b>	<b>Payment</b>	<b>FFPI Proposal #</b>
9/29/21	6/8/22	ASAP-NJ meetings	Rubin, Samantha	Metuchen High School	0	0	No cost	
10/4/21	10/24/21	Teaching Sustainable Development Goals	Divanno, Rachel	Edgar School	375	375	Other	
10/4/21	10/4/21	Teaching Sustainable Development Goals	Green, Samantha	Metuchen High School	281.25	281.25	Other	
10/5/21	10/19/21	Teaching Sustainable Development Goals	Henn, Kathleen	Central Office	375	375	Other	
10/5/21	10/19/21	Teaching the Sustainable Development Goals	Robbins, Melissa	Edgar School	375	375	Other	
10/15/21	10/15/21	LINKING INFORMATION ABOUT LEARNING DISABILITIES Attention Issues and Related Disorders	Benfatti, Nicole	Metuchen High School	50	50	FFPI	22-024

10/15/21	10/15/21	HESAA Secondary School Counselor Workshop	Hanbridge, Leigh	Metuchen High School	0	0	No cost	
10/19/21	10/20/21	NJ Science Convention	Clapp, Ryan	Metuchen High School	315	315	FFPI	22-025
10/19/21	10/19/21	NJ Science Convention	Lezama, Ann	Metuchen High School	240	225	FFPI	22-028
10/19/21	10/20/21	NJ Science Convention	Hembree, Jamie	Edgar School	300	300	FFPI	22-021
10/19/21	10/19/21	NJ Science Convention	Kato, Yoko	Metuchen High School	180	180	FFPI	22-026
10/19/21	10/19/21	NJ science convention	Wang, Jingjing	Metuchen High School	243	243	FFPI	22-027
10/28/21	3/3/22	Gifted and Talented Education Certificate Program	Jaye, Ashley	Central Office	235	235	Other	
11/15/21	11/15/21	Self-Awareness: A Boost for Ourselves and Our Students	Nalepa, Lindsay	Metuchen High School	0	0	No cost	

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

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

#### C. POLICY

##### Motion/Second/Comments/Roll Call

*Nothing at this time*

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

#### D. CURRICULUM

##### Motion/Second/Comments/Roll Call

##### 1. Textbook Disposal

Move to approve the disposal of the following textbook:

Textbook	ISBN	Copyright
College Algebra & Trigonometry	ISBN13: 978-0-321-49744-4	2009

##### 2. ESSA Balanced Literacy Coach

Move to approve BDO, Deanne Opatosky, as ESSA Balanced Literacy Coach for the 2021-2022 school year using the following funds from Title IIA \$24,234.00, Title IIA carryover \$5,306.00 and Title IA carryover \$2,960.00.

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

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

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

#### 15. Announcements

Ms. Cook made 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. Adjourned at 8:36pm.