

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, NOVEMBER 23, 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	A	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

❖ Vivaldi String Ensemble

The Vivaldi String Ensemble is an after-school chamber orchestra comprised of students from the Metuchen High School curricular orchestra. The group meets after school once a week to work on advanced repertoire from different genres and time periods. Today the Vivaldi Ensemble will be performing one movement of the Ancient Wonders Suite by Todd Parrish. This movement is entitled "Temple of Artemis at Ephesus," and is the first of the four-movement suite. The suite will be performed in its entirety at the MHS Winter Concert on Monday, December 13th at 7pm. All are welcome, we hope to see you there!

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

-None

7. Presentations

❖ Start Strong Data Presentation by Rick Cohen - Rick Cohen, Natalie Dougherty, Kathleen Henn and Jennifer North reported their findings. The Board had comments and questions.

8. Reports

- ❖ President’s Report - Mr. Glassberg gave a report on the referendum.
- ❖ Superintendent's Report - Dr. Caputo gave a report on district goals.
- ❖ Committee Reports

Ms. Cook gave a report on the Policy Committee.
Dr. Johnson-Marcus gave a report on Equity Committee.
Mr. Suss gave a report on the Extra-Curricular Committee
Dr. Derflinger gave a report on DLT and Curriculum Committee.

9. Old Business

-None

10. New Business

Mr. Cohen promoted SEL.

11. Approval of Minutes of the Board of Education Meetings

November 9, 2021	Special Business Meeting (1)
November 9, 2021	Special Business Meeting (2)
November 9, 2021	Board Meeting

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

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

Ms. Debra Goldie of Highland Ave spoke.
Mr. Bob Donohue of 20 Hill Court spoke.
Ms. Carol Ziznewski of 182 Christol Street spoke.

Mr. Manley motioned to close public session. Mr. Suss seconded. All in favor. Motion carried 8-0-0.

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. Medical Leave of Absence Extension

Move to extend the medical leave of absence of Rhonda Silverman, Paraprofessional at Metuchen High School, through approximately January 11, 2022.

2. Medical Leave of Absence

Move to approve the medical leave of absence of Kelly Murphy, Art Teacher at Metuchen High School, from December 14, 2021 through approximately January 11, 2022.

3. Leave Replacement Extension

Move to extend the leave replacement term of Sarah Cosenza, leave replacement for Laura Fischer, Kindergarten Teacher at Moss School, through approximately December 15, 2021.

4. Medical Leave of Absence

Move to approve the medical leave of absence of Tara Palmieri, First Grade Teacher at Campbell School, from November 29, 2021 through approximately January 21, 2022.

5. Resolution - Administrative Leave

Be it resolved , Employee number 102363 was placed on administrative leave from Wednesday, October 27, 2021 thru Monday, November 15, 2021.

6. Coping Skills Pilot Training

Move to approve the following staff to conduct coping skills pilot training for the 2021-2022 school year at the hourly rate of \$47/hour. Total amount of hours not to exceed 15 hours. To be paid with Esser II Funds.

Cohort 1			
School	Name	School	Name
Moss	Michelle Herold	Edgar	Michael Butler
	Sarah Masters		Jennifer Miller
	Katie McKenna		Vivian Petrakakos
	Kelsee Young		Emily Presuto
Campbell	Erica Hsu	High School	Ann Burnett
	Sofia Lopes		John Messenger
	Tara Pata		Lindsay Nalepa
	Margie Thomas		Michelle Huff
			Nicolas Vosinas

Cohort 2			
School	Name	School	Name
Moss	Karen Calantoni	Edgar	John Butler
	Stephanie Kandel		Ann Leghorn
	Nga Pham		Mark Mooney
	Emily Sporer		Marcie Stoner

Campbell	Julie Anderson	High School	Beth Abbott
	Jeremy Barnes		Danielle Cermak
	John Flynn		Anna Girin
	Samanta Jackson		Bob Ulmer
	Samantha Pauls		Julie Youngman
			Nick Zaneto

7. Coach Appointment Revisions - Metuchen High School

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

Name	School	Assignment	Step	21-22 Stipend
Rescind: Brian Tuskan	MHS	Boys Basketball Asst/JV Coach	3	\$7,053
Approve: Ryan O'Toole	MHS	Boys Basketball Asst/JV Coach	1	\$6,683
Approve: Owen Barreira	MHS	Boys Basketball Asst/Freshman Coach	1	\$6,731
Approve: Brooke Bandola	MHS	Girls Basketball Volunteer Coach	-	-
Approve: Ted Poulos	MHS	Wrestling Volunteer Coach	-	-

8. Appointment - Substitutes

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

Substitute Teacher	Certification	Ray Rate
Emily Almeida	Sub with 30+ college credits	\$85/day
Brooke Bandola	Sub with 60+ college credits	\$85/day

9. Appointment - Substitute Paraprofessionals

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

Ryan O'Toole

10. Appointment - Leave Replacement

Move to approve the appointment of Danielle Movsessian, as Leave Replacement for EMS/MHS German Teacher, effective November 29, 2021 through December 23, 2021, at a rate of \$278.38/day.

11. Volunteer Clubs - Metuchen High School

Move to approve the following additional volunteer clubs at Metuchen High School for the 2021-2022 school year (Agenda 8/24/21, Section 13 A15):

Volunteer Club	Advisor
Bring Change to Mind (BC2M) Club	Nick Vosinas

Dungeons & Dragons (D&D) Club	Anais Ortega
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Mr. Glassberg motioned. Mr. Suss seconded. Motion carried 8-0-0.

-----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 September 30, 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 November 23, 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 September 30, 2021.

4. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT

WHEREAS, the Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the “Board”), seeks to submit school facilities projects to the voters consisting of additions, renovations and security improvements to Moss Elementary School, Campbell Elementary School, Edgar Middle School, Metuchen High School (collectively, the “Project”); and

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) the submission of a bond referendum authorizing the Project to the voters at the annual School District election to be held on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board, approves the preparation of Schematic Plans and Educational Specifications, if applicable, by EI Associates (the "Architect") in connection with the Project and Board further authorizes and directs the Architect to submit same to the New Jersey Department of Education and to the Middlesex County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Metuchen Borough Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications, the Architect is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, if applicable, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, the Architect and Bond Counsel, McManimon, Scotland & Baumann, LLC., as applicable, to take all action required to preserve the opportunity to present all or a portion of the Project to the voters via a bond referendum at the annual School District Election to be held on November 8, 2022.

Section 6. This resolution shall take effect immediately.

5. Joint Transportation Agreements 2021-2022 School Year

Move to approve the Joint Transportation Agreement between Metuchen BOE and BCSSSD ESU. BCSSSD ESU to transport one Metuchen student to Yale School West II in Cherry Hill, NJ for the 2021-2022 school year on Route J03 for the sum total of \$19,057.30.

6. American Rescue Plan, Esser III Grant Application

Move to approve the District's American Rescue Plan, ESSER III Grant Application for the 2021-2022 school Year.

7. Professional Development

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

Start Date	End Date	Activity Title	Name	Building	Requested	Approved	Payment	FFPI Proposal #
11/15/2021	11/15/2021	Rutgers Facilitation Workshop	Fitzgibbon, David	Campbell	0	0	No Cost	
12/1/2021	12/1/2021	Northeast TURN - A Virtual Convening on December 1, 2021!	Lopes, Sofia	Campbell	\$35	\$35	FFPI	22-044
12/2/2021	4/7/2022	TLC Suicide Conference	Granados, Lisa	MHS	\$80.15	\$80.15	FFPI	22-043
12/2/2021	4/7/2022	TLC: 18th Annual Suicide Prevention Conference 2021 - Race, Trauma, & Suicide in Adolescents of Color	Rubin, Samantha	MHS	\$70	\$70	FFPI	22-042
12/2/2021	4/7/2022	Traumatic Loss Coalition Annual Suicide Prevention Conference	Chango, Lisa	Edgar	\$75.00	\$75.00	FFPI	22-046
12/6/2021	12/7/2021	NJASL Fall Conference	Comerford, Kelsey	Edgar	\$339.50	\$339.50	FFPI	22-045
12/6/2021	12/7/2021	NJASL Fall Conference	Comerford, Kelsey	MHS	\$339.50	\$339.50	FFPI	22-045
12/8/2021	12/10/2021	3-Day NJ Teen Mental Health First Aid Instructor Training	Youngman, Julie	MHS	0	0	No Cost	
12/8/2021	12/10/2021	3-Day NJ Teen Mental Health First Aid Instructor Training	Huff, Michele	Edgar/ MHS	0	0	No Cost	
12/15/2021	12/15/2021	Catching Up Your Students Who've Fallen Behind in Writing (Grades 1-2)	Doherty, Jennifer	Campbell	\$279.00	\$279.00	FFPI	22-047
2/14/2022	2/16/2022	2022 SHAPENJ Convention	Huff, Michelle	MHS	0	0	No Cost	

8. Appointment - Applied Behavior Analysis (ABA) Services

Move to approve the appointment of The Uncommon Thread to provide Applied Behavior Analysis (ABA) services for the 2021-2022 school year at the following rates:

- Functional Behavioral Assessment (FBA) and Behavior Support Plan (BSP) at a rate of \$1,600-\$2,200
- BCBA services at a range of \$100-\$130 per hour
- Skills Assessment at a rate of \$1,000
- Behavior Technician Services \$50-\$65 per hour

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

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Second Reading of Policy

Move to approve the second reading of the following policy:

P 1648.14 Safety Plan for Healthcare Settings In School Buildings - Covid 19

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- (a) EMS101921001
- (b) EMS110221001

3. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for November 8, 2021 - November 19, 2021.

Ms. Cook motioned. Mr. Suss seconded. Motion Carried 8-0-0 for items 1 and 3. Item 2(a) carried 5-2-1. Mr. Derflinger and Ms. Killean voted no. Mr. Manley abstained. Item 2(b) carried 7-0-1. Ms. Killean abstained.

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

1. Rescind and Approve Curriculum Writing Documents, Writers and Amounts

Move to rescind and approve the following curriculum writing documents, writers and amounts. (Agenda 6/8/21, Section D2).

Course	Written By	Amount
Rescind: Spanish CC2	Estefhania Egan	\$1,000.00
Rescind: Spanish 1	Danielle Cermak, Estefhania Egan	\$650.00 each writer
Rescind: Spanish 2	Danielle Cermak, Estefhania Egan	\$650.00 each writer
Approve: Spanish CC2	Nick Vosinas	\$1,000.00
Approve: Spanish 1	Danielle Cermak	\$1,000.00
Approve: Spanish 2	Danielle Cermak, Nick Vosinas	\$650.00 each writer

2. Field Trips

Move to approve the following field trips for students in the Metuchen School District as shown:

School	Destination	Class/Group/ Purpose	Teachers/ Advisors	Date (s)	No. Of Student s	Board Cost- Transportation	Board Cost- Subs.
MHS	Menlo Park Mall	12 th Grade - Consider the environmental, social, and economic impacts of decisions and to utilize critical thinking to make sense of problems and persevere in solving them.	Valovcin Grant Dimeglio 2 Paras 2 Nurses	12/10/21	4	\$80	\$0
MHS	Campbell Elementary	9 th – 12 th Grade - Safety Ambassadors Presentations	Karger Cermak	12/10/22	8	\$50	\$95
MHS	Campbell Elementary	9 th – 12 th Grade – Holiday Concert. These performances provide inspiration and motivation for students to continue to progress on their instruments as well as promoting our music community from the elementary to high school levels.	Messenger Flynn	12/22/21	72	\$160 \$190-Ryder Truck	\$0
MHS	Campbell Elementary	9 th – 12 th Grade - Safety Ambassadors Presentations	Flores	3/10/22	8	\$50	\$95
MHS	Campbell Elementary	9 th – 12 th Grade - Safety Ambassadors Presentations	Cermak	4/7/22	8	\$50	\$95
MHS	Campbell Elementary	9 th – 12 th Grade – Safety Ambassador Lessons	Karger	4/28/22	8	\$50	\$95

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

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

14. Meeting Open to Public *(for any topic)*
-None

15. Announcements - Ms. Cook gave 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 at 10:22pm.