

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

**THE ANNUAL REORGANIZATION MEETING
of the Metuchen Board of Education**

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

**Tuesday, January 4, 2022
8:00 pm**

1. Call to Order by Pro-Tem Chair, Michael A. Harvier, Board Secretary

2. Sunshine Statement and Announcement of Purpose 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.

3. Flag Salute

4. Administration of Required Oaths to the Board Members Elected on November 2, 2021.

5. Roll Call

Mr. Benderly		Ms. Killean	
Ms. Cook		Mr. Lifton	
Mr. Derflinger		Dr. Spigner	
Mr. Glassberg		Mr. Suss	
Dr. Johnson-Marcus			

6. Announcement of Election Results

Candidates in Ballot Order	Total Votes
Christina Orozco	1645
Michele C. Cook	2463
Chris Derflinger	2402
Deborah M. Spigner	2411

7. Pro-Tem Chair Will Conduct Election of the Board President

8. President Takes Chair

9. Board President Will Conduct Election of the Board Vice-President

10. Meeting Open to the Public on all Previous Items

11. Presentation/Discussions

12. Remarks by President

13. Report of Superintendent

14. Committee Reports

15. Old Business

16. New Business

17. Meeting Open to the Public

(for comments on the recommendations of the Superintendent of Schools)

18. Approval of Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

December 14, 2021	Special Business Meeting (1)
December 14, 2021	Special Business Meeting (2)
December 14, 2021	Board Meeting

19. 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

Move to the medical leave of absence of Pam Hatzlhoffer, Campbell School Secretary, from approximately January 6, 2022 through approximately January 31, 2022.

2. Medical Leave of Absence

Move to approve the medical leave of absence of Ellissa Cadel, Campbell School Teacher, from approximately March 1, 2022 through approximately April 25, 2022.

3. Appointment - Certificated Staff

Move to approve the appointment of Michael Richvalsky, Teacher of Technology Education at Metuchen High School, for the 2021-2022 school year, effective March 7, 2022 (or earlier if he is released from his current district), through June 30, 2022, at a salary of \$57,250/year, Step 1-F, prorated.

4. Coping Skills Pilot for the 2021-2022 School Year

Move to approve the following staff to serve as turn-key trainers for the Embedding Coping Skills Pilot for the 2021-2022 school year, not to exceed 10 hours at the contractual rate of \$47 per hour. To be paid from the ARP ESSER III Learning Acceleration and Coaching Grant.

Location	Name
Moss	Sarah Masters
	Katie McKenna
	Kelsee Young
CES	Erica Hsu
	Sofia Lopes
	Margie Thomas
EMS	Michael Butler
MHS	Lindsay Nalepa
PE/Health Department	Michelle Huff

5. Appointment - Spring 2022 Student Observers in Our Schools

Move to approve the following 2021-2022 Student Observers in our schools:

Name	School
Nicole Lene Garcia, Middlesex County College	MOSS

6. Appointment - Certificated Staff

Move to approve the appointment of Stacy Winters, Math Intervention Teacher at Edgar Middle School, for the 2021-2022 school year, effective March 7, 2022 (or earlier if she is released from her current district) through June 30, 2022, at a salary of \$96,750/year, Step 4-N, prorated.

7. Resignation - Certificated Staff

Move to accept the resignation of Ji Yeon Lim, Math Teacher at Metuchen High School, effective February 18, 2022, or earlier if a replacement is found and can start prior to this date.

8. Maternity Leave of Absence Extension

Move to approve the maternity leave of absence extension of Franchesca Hunt, Third Grade Teacher at Campbell School, through approximately February 28, 2022 (Agenda 8/10/21, Section 13 A2).

9. Leave Replacement Extension

Move to approve the leave replacement extension of Krista Szark, Third Grade Teacher leave replacement for Franchesca Hunt, Campbell School, through approximately February 28, 2022 (Agenda 8/24/21, Section 13 A25).

10. Appointment - Substitutes

Move to approve the additional substitute teachers for the 2021-2022 school year, effective January 5, 2022, pending completion of substitute paperwork and criminal background clearance (Agenda 8/24/2021, Section 13 A5):

Substitute Teacher	Certification	Ray Rate
Isamar Castaneda	Sub with 30+ college credits	\$85/day

-----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:

Start Date	End Date	Activity Title	Name	Building	Requested	Approved	Payment	FFPI Proposal #
2/2/2022	2/2/2022	Learn it Today, Use It Tomorrow (Foundations Course)	Donatelli, Dana	Moss	\$150.00	\$150.00	FFPI	22-055
1/14/2022	1/14/2022	Questions I'm Afraid to Answer - Inclusivity Workshop	Logan, Karen	EMS	\$100.00	\$100.00	FFPI	22-054
1/21/2022	1/21/2022	CJMEA Region 2 mixed chorus rehearsal	Krombholz, Stefeny	MHS	\$0	\$0	No cost	
2/1/2022	2/1/2022	Practical Strategies & Workplace Apps to Enhance Content Learning	Albanese, Edward	EMS	\$294.00	\$294.00	FFPI	22-053
2/3/2022	2/3/2022	Motivation: Keeping it Up	Deminski, Aubree	MHS	\$0	\$0	No cost	
2/3/2022	2/3/2022	Motivation: Keeping It Up	Nalepa, Lindsay	MHS	\$0	\$0	No cost	
2/11/2022	2/11/2022	Catching Up Students Who Have Fallen Behind in Math (Grades K-2)	Doherty, Jennifer	Campbell	\$279.00	\$279.00	FFPI	22-056

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2/14/2022	2/14/2022	New, Innovative Strategies for Increasing Comprehensible Input in Your WORLD LANGUAGE Classroom	Smith, Audra	EMS	\$279.00	\$279.00	FFPI	22-057
2/25/2022	2/27/2022	BRIDGING: TECHNIQUE TO INTERVENTION	Sullivan, Casey	EMS/MHS	\$499.00	TBD	FFPI	22-058

2. Duties of Business Administrator/Board Secretary

Move to approve the following duties/position of Michael A. Harvier, Business Administrator/Board Secretary through December 31, 2022:

- a) PACO-Public Agency Compliance Officer for Affirmative Action.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. District Calendar

Move to approve the revision of removing the Edgar school promotion from the 2021-2022 district calendar.

2. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for December 13, 2021 - December 23, 2021.

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

1. 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 Students	Board Cost-Transportation	Board Cost-Subs.
EMS	MOMA	9 th – 12 th Grade - Students will visit the MOMA, Museum of Modern Art, to experience viewing art in person.	Banner Murphy Wisniewski	2/4/22	30	\$32.50 per student for round trip train ticket & Museum entrance fee	\$285
MHS	Virtual	9 th – 12 th Grade -NJ High School Consumer Bowl	Van de Castle	1/28/22	5	\$0	\$0

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MHS	Virtual	9 th – 12 th Grade - February 2nd is the back-up snow date for the January 28th NJ High School Consumer Bowl.	Van de Castle	2/2/22	5	\$0	\$0
MHS	Middlesex County Utility Authority	11 th – 12 th Grade - We will be taking a walking tour of the wastewater treatment plant facility and a bus tour of the County Landfill to learn about water pollution, water quality and solid waste management.	Kato Clapp	2/2/22	45	\$150 bus cost to students	\$190
MHS	Walt Disney World	9 th – 12 th Grade - Students are given the opportunity to perform and compete abroad.	Jaye Messenger Flynn Kromholz McEwan Gallagher Porowski Parents-TBD	3/17/22	130	\$0	\$475

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

20. Reorganization

a. Set Regular Meetings of the Board of Education

Move to approve the Board of Education Meeting Schedule for 2022.

b. NJSBA Code of Ethics

Move to approve the adoption of the NJSBA Code of Ethics for 2022.

21. Meeting Open to the Public *(for anything you wish to discuss)*

22. Announcements

23. 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.

24. Adjournment