

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, FEBRUARY 8, 2022

**MEETING AGENDA
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		Ms. Killean	
Ms. Cook		Mr. Lifton	
Mr. Derflinger		Dr. Spigner	
Mr. Glassberg		Mr. Suss	
Dr. Johnson-Marcus			

5. Showcase of Success

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

7. Presentations

- ❖ Audit 2020-2021 - A representative from Suplee, Clooney & Company will be present to discuss the results of the 2020-2021 school year audit.
- ❖ Review of baseline data, maintenance and custodial budget, and school based budgets - Mr. Harvier
- ❖ District ABR Summary Report/HIB Grading Self Assessment for 2020-2021 SY - Dr. Caputo
- ❖ Student Safety Data System (SSDS) - Period 1 (September - December 2021)
- ❖ Referendum Presentation - Referendum Concepts, Moss/Campbell Architectural Drawings presented by Mr. Lifton

8. Reports

- ❖ President's Report
- ❖ Superintendent's Report
- ❖ Committee Reports

9. Old Business

10. New Business

11. Approval of Minutes of the Board of Education Meetings

January 18, 2022	Special Business Meeting (1)
January 18, 2022	Special Business Meeting (2)
January 18, 2022	Board Meeting

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. Medical Leave of Absence

Move to approve a medical leave of absence of Jo-Ann Rice, Secretary at Edgar School, from January 6, 2022 through approximately February 21, 2022.

2. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Jane Harmon, English Teacher at Metuchen High School, effective June 30, 2022.

3. Retirement - Paraprofessional

Move to accept, with regret, the retirement of Kathleen Aquadro, Paraprofessional at Campbell School, effective June 30, 2022.

4. Stipend

Move to approve the stipend of \$849 (prorated) for the following custodians as a result of obtaining their Black Seal Boiler Operator's License:

Name	Stipend	Effective Date
Jose Almeida	\$849	August 1, 2021
Magdaline Jean-Gilles	\$849	July 1, 2021
Armando Rojas-Aguilar	\$849	August 1, 2021
Luis Rojas-Aguilar	\$849	December 1, 2021

5. Medical Leave of Absence

Move to approve the medical leave of absence of Margaret Thomas, Music Teacher at Campbell School, from January 25, 2022 through approximately February 18, 2022.

6. Appointment - Substitute Custodian

Move to approve the following as substitute custodian for the 2021-2022 school year, effective February 9, 2022, pending completion of criminal background clearance, at a rate of \$15/hour:

Ramona Vasquez

7. Appointment - Leave Replacement

Move to approve the appointment of Ben Hohmann, as Leave Replacement for Metuchen High School Technology Teacher, effective January 31, 2022 through approximately March 1, 2022, at a rate of \$150/day.

8. Resignation - Paraprofessional

Move to accept the resignation of Lisa Amend, Paraprofessional at Moss School, effective February 11, 2022.

9. Appointment - Substitutes

Move to approve the additional substitute teachers for the 2021-2022 school year, effective February 9, 2022, pending completion of substitute paperwork and criminal background clearance (Agenda 8/24/2021, Section 13 A5):

Substitute Teacher	Certification	Ray Rate
Jenna Olyer	Sub with college degree	\$90/day
Alyssa Harrigane	Sub with college degree	\$90/day
Julia Lifton	Sub with college degree	\$90/day
Carmela Fogarile	Sub with 30+ college credits	\$85/day

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

Move to approve the following revisions to the 2021-2022 Edgar Middle School and Metuchen High School Coach Appointments, pending criminal history clearance (Agenda 6/22/2021, Section 13 A27 and Agenda 10/12/21, Section 13 A5):

Name	School	Assignment	Step	21-22 Stipend
Rescind: David Allen*	MHS	Spring Track Head Coach	2	\$9,392
Rescind: Kyle Thomas*	MHS	Spring Track Assistant Coach	3	\$6,547
Approve: Kyle Thomas*	MHS	Spring Track Head Coach	1	\$9,209
Approve: David Allen*	MHS	Spring Track Assistant Coach	3	\$6,547
Approve: Jenna Olyer*	MHS	Girls Basketball Volunteer Coach	-	-

Approve: Joe Egri*	MHS	Spring Track Volunteer Coach	-	-
Approve: Ken Smith	MHS	Baseball Volunteer Coach	-	-
Rescind: Kristen Kuhlthau	EMS	Softball Coach	MS	\$3,486.00
Approve: Julie Youngman	EMS	Softball Coach	MS	\$3,486.00
Approve: Jordan Leitner**	MHS	Fall Football Head Coach	1	\$11,922**

*Represents Adjunct Coach

**22-23 School Year

11. Metuchen High School Volunteer Club - Addition

Move to approve the following additional MHS Volunteer Club for the 2021-2022 school year, as listed (Agenda 8/24/21, Section 13 A15):

Volunteer Club	Advisor
Black Student Union	Ann Lezama

12. Appointment - Paraprofessional

Move to approve the appointment of Sandy Iacona, Paraprofessional at Moss School, for the 2021-2022 school year, at a salary of \$22,848/year, prorated, effective February 9, 2022, pending criminal history clearance.

13. tNJMHFA Mental Health First Aid Training

Move to approve the following teachers to provide Mental Health First Aid training after-school for Metuchen High School 11th grade students, per the agreements within the tNJMHFA grant and per training provided at the contractual hourly rate of \$47/hr., not to exceed 10 hours each:

Teacher	School
Michelle Huff	High School
Julie Youngman	High School

14. Parent Academy Coping Skills Sessions

Move to approve the following teachers to be paid from the ESSER III grant funds at the contractual hourly rate of \$47/hr for facilitation and preparation of the Parent Academy Coping Skills sessions for the 2021 - 2022 school year:

School / Specialization	Teachers	Hours not to Exceed
Moss	Michelle Herold and Kelsee Young	10
CES	Sofia Lopes	17
EMS and MHS	Vivian Petrakakos, Emily Presuto, Jennifer Miller	11
Focused on Primary Grade Students With Special Needs	Katie McKenna	17
Focus on Secondary Grade Students With Special Needs	Lindsay Nalepa	17

15. SECD Committee

Move to approve the following teachers at the contractual hourly rate of \$47/hr to implement the SECD committee plans to extend SEL education to the community to be paid from the Title IV federal grant for the 2021-2022 school year:

Podcast Host:	Scott Delaney
Student Mentor Trainers:	Jeremy Barnes
	Erica Hsu
	Lisa Levin
	Lindsey Omark
	Jennifer Pasquale

16. SEL Interns

Move to approve the following SEL Interns for the Spring 2022 semester:

Name	School
Zemzem Amduka, Rutgers University	Moss
Christina Liu, Rutgers University	Campbell

17. Appointment - Spring 2022 Student Observer

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

Name	School
Yevheniy Vasilov, Drexel University	Metuchen High School

18. Appointment - Spring 2022 Student Teacher

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

Name	School
Violet Huynh, Western Governors University	Edgar

19. Additional Instructional Stipend

Move to approve the following additional instructional stipend for the 2021-2022 school year, effective February 22, 2022:

Name	Assignment	2021-2022 Stipend
Mike Warnock	MHS Math	\$7,499, prorated

20. Appointment - Spring 2022 Student Observer

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

Name	School
Ashaylia Jenkins, Metuchen High School	Moss

21. Clubs and Co-Curricular Activities - Edgar Middle School

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

Co-Curricular/Club	School	Advisor	2021-2022 Stipend
Library Club	EMS	Kelsey Comerford	\$1,297

22. Clubs and Co-Curricular Activities – Metuchen High School

Move to revise the following co-curricular stipend at Metuchen High School for the 2021-2022 school year (Agenda 8/24/21, Section 13 A14):

Co-Curricular/Club	School	Advisor	2021-2022 Stipend
Rescind: Student Outreach Club (C)	MHS	Sarah Karger	\$1,518.00
Approve: Student Outreach Club (C) (.5)	MHS	Sarah Karger	\$ 759.00

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. Acceptance of the 2020-2021 School Year Audit (CAFR)

Move to accept the Comprehensive Audit Financial Report (CAFR), the accompanying Report to Management, and the synopsis prepared by the Superintendent, the Business Administrator, and Suplee, Clooney & Company , with no corrective action necessary for the fiscal year that ended June 30, 2021.

2. Nonpublic Security Aid

Move to approve the following nonpublic security aid 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
Metuchen Christian Academy	CDW	40	DTR600	Motorola DTR 600 Two Way Radio	\$299.86	\$11,994.40

3. Nonpublic Technology Aid

Move to approve the following nonpublic technology aid 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. Francis Cathedral School	CDW	1	4375837	Diamond Lamps Projector Lamp ELPLP57, V13H010L57	\$100.02	\$100.02
St. Francis Cathedral School	CDW	3	4455777	Bretford Cube Charging Cart	\$1,144.44	\$3,433.32
St. Francis Cathedral School	CDW	1	1954534	StarTech Mini DisplayPort to VGA Adapter - Active mDP to VGA Converter	\$24.51	\$24.51
St. Francis Cathedral School	CDW	1	1657571	C2G 7.5' Cable Tie - Black	\$10.98	\$10.98

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St. Francis Cathedral School	CDW	1	1468028	Tripp Lite 10" Hook-and-Loop Cable Management Ties-10pk	\$5.91	\$5.91
St. Francis Cathedral School	CDW	1		Shipping	\$11.34	\$11.34

4. Feeding Therapy - Reach For The Stars, LLC.

Move to approve Lisa Jiannetto-Surrusco of Reach for the Stars, LLC. to provide professional feeding therapy services of consultation and staff training at the rate of \$175 per hour.

5. Expenditure - Northeastern Interior Services, LLC.

Move to approve the expenditure by Northeastern Interior Services LLC in Little Falls, NJ, to repair 750 S/F of Siding at Campbell Elementary School, not to exceed \$54,313.44.

6. Professional Development

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

Start Date	End Date	Activity Title	Name	Building	Approved	Payment	FFPI Proposal #
1/28/2022	1/28/2022	Questions I'm Afraid to Answer Inclusivity Workshop	McLaughlin, Beth	Edgar	\$100	FFPI	22-059
1/31/2022	1/31/2022	Social Emotional Character Development	Hsu, Erica	Campbell	0	No cost	
2/7/2022	2/7/2022	Collaborative Leadership with Rutgers Partnership Initiative	Kirschner, Brooke	Campbell	0	Other	
2/7/2022	2/7/2022	Rutgers Collab Leadership Training	Stike, Brian	MHS	0	No cost	
2/7/2022	2/7/2022	Rutgers Collaborative Partnership Initiative	Dougherty, Natalie	Central Office	0	No cost	
2/7/2022	2/7/2022	Rutgers Collaborative Partnership Initiative	Kurtin, Ilana	Central Office	0	Other	
2/7/2022	2/7/2022	Rutgers Collaborative Partnership Initiative.	Henn, Kathleen	Central Office	0	No cost	
2/7/2022	2/7/2022	Rutgers Collaborative Partnership Initiative	Bonassisa, Deneane	Central Office	0	No cost	
2/7/2022	2/7/2022	Rutgers Collaborative Partnership Initiative	Herzog, Tania	Central Office	0	No cost	

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2/10/2022	2/10/2022	Rutgers Collaboration Training	McKenna, Katherine	Moss	0	No cost	
2/10/2022	2/10/2022	Rutgers Collaborative Schools Training	Lopes, Sofia	Campbell	0	No cost	
2/10/2022	2/10/2022	SLT Chair Training	Porowski, Edward	MHS	0	No cost	
2/10/2022	2/10/2022	SLT Chair Training from Rutgers NJ Labor Management Partnership	Gouveia, Michele	Edgar	0	No cost	
2/10/2022	2/10/2022	Rutgers collaborative Schools Leadership Initiative	Fitzgibbon, David	Campbell	0	No cost	
2/10/2022	2/10/2022	SLT Chair Training from Rutgers NJ Labor Management Partnership	Costanza, Vincent	Campbell	0	No cost	
2/10/2022	2/10/2022	ASCD/NJASCD Whole Child Conference	Agnone, Andrea	Edgar	\$99	FFPI	22-073
2/10/2022	2/10/2022	ASCD/NJASCD Whole Child Conference	Kaye, Lindsay	Edgar	\$99	FFPI	22-074
2/10/2022	2/10/2022	ASCD/NJASCD Whole Child Conference	Kirschner, Brooke	Campbell	\$99	Other	
2/10/2022	2/10/2022	NJASCD Whole Child Conference	Connors, Shannon	Edgar	\$99	FFPI	22-075
2/10/2022	2/10/2022	NJASCD Whole Child Conference	Presuto, Emily	Edgar	\$99	FFPI	22-071
2/10/2022	2/10/2022	NJASCD Whole Child Conference	Thompson, Lauren	Edgar	\$99	FFPI	22-072
2/10/2022	2/10/2022	NJASCD: Whole Child Conference 2022	Bormann, Kristina	Campbell	\$99	FFPI	22-069
2/10/2022	2/10/2022	SLT Chair Training from Rutgers NJ Labor Management Partnership	Azevedo, Suzy	Edgar	0	No cost	
2/10/2022	2/10/2022	SLT Chair Training from Rutgers NJ Labor Management Partnership	Calantoni, Karen	Moss	0	No cost	
2/10/2022	2/10/2022	SLT Chair Training from Rutgers NJ Labor Management Partnership	Schlavis, William	MHS	0	Other	
2/10/2022	2/10/2022	Whole Child conference	Wang, Jingjing	MHS	\$99	FFPI	
2/12/2022	2/12/2022	68th Northeast Conference	Williams, Raquel	Campbell	\$214	FFPI	22-065
2/14/2022	2/18/2022	5th Grade NJSLA- S Science Assessment Item Review Committee	Nolde, Jonathan	Campbell	0	No cost	

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2/15/2022	2/15/2022	NJAPHERD Annual Health and PE Convention	Gilbert, Melanie	Edgar	\$110	FFPI	22-064
2/15/2022	2/15/2022	SHAPE NJ Annual Convention 2022	Kuhlthau, Kristen	Edgar	\$149	FFPI	22-063
2/28/2022	2/28/2022	Anti-Bullying Specialist Certificate Program: Self-Paced V2	Kurtin, Ilana	Central Office	\$500	Other	
3/3/2022	3/5/2022	2022 NAEA National Convention	Banner, Margaret	Edgar	\$270	FFPI	22-078
3/3/2022	3/5/2022	National Art Education Association	Gumbrecht, Jennifer	Edgar	\$270	FFPI	22-077
3/4/2022	3/4/2022	ASAP-NJ 35th Annual Conference	Rubin, Samantha	MHS	0	No cost	
3/8/2022	3/8/2022	2022 NJECC ~ New Jersey Educational Technology Conference	Presuto, Emily	Edgar	\$163	FFPI	22-070
3/10/2022	3/10/2022	A New Place: Civics 2022	North, Jennifer	Central Office	\$30	Other	
3/14/2022	4/18/2022	Earth: Inside and Out	Robbins, Melissa	Edgar	\$549	FFPI	22-076
3/15/2022	3/15/2022	Analyzing Propaganda and Teaching Media Literacy: The Holocaust as a Case Study	Kaye, Lindsay	Edgar	0	No cost	
3/23/2022	3/25/2022	School Transportation Supervisors of NJ	Plancher, Marissa	Central Office	not to exceed \$500	other	
3/24/2022	3/24/2022	2022 NJPSA/FEA/NJASCD	Jeney, Meghan	Campbell	\$178	FFPI	22-068
3/24/2022	3/24/2022	2022 NJPSA/FEA/NJASCD Conference	Bormann, Kristina	Campbell	\$168	FFPI	22-067
3/24/2022	3/25/2022	2022 NJPSA/FEA/NJASCD Conference - Celebrate! Borgata	Dougherty, Natalie	Central Office	0	No cost	
3/24/2022	3/24/2022	Trauma Sensitive Schools	Nalepa, Lindsay	MHS	0	No cost	
3/31/2022	3/31/2022	Social Emotional Character Development	Thompson, Lauren	Edgar	0	No cost	
5/11/2022	5/11/2022	Dealing with Challenges when Working with Parents and Families	Nalepa, Lindsay	MHS	\$60	FFPI	22-066

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

C. POLICY

Motion/Second/Comments/Roll Call

1. HIB Grade System Report

Move to approve the submission of the HIB Self-Assessment Grade Report for the 2020-2021 school year to the NJDOE.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported case:

- METHS121521001

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

1. tNJMHFA Grant Approval

Move to approve the tNJMHFA grant for the 2021 - 2022 school year.

2. Esser II Grant Carryover

Move to approve the district's ESSER II Grant carryover:

Title	Amount	Description
Title IA	\$5,601	Salary for MHS RtI Math Teacher, Tomasz Sobieniak
Title IIA	\$5,353	Professional development services to BDO, Deanne Opatosky
Title IV	\$4,001	Professional development services from Martin Blank, Astronaut SEL to support the embedding Coping Skills training and development of teachers.

3. 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.
MHS	Campbell Elementary School	9 th – 12 th Grade -Safety Ambassador's Lessons to teach Campbell 1st graders lessons on Safety and prevent common accidents and injuries.	Cermak	2/10/22	8	\$0	\$90

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MHS	Campbell Elementary School	9 th – 12 th Grade - Safety Ambassador's Lessons to teach Campbell 1st graders lessons on Safety and prevent common accidents and injuries.	Flores	3/10/22	8	\$0	\$90
MHS	Campbell Elementary School	9 th – 12 th Grade - Safety Ambassador's presentation to 1st graders.	Cermak	4/7/22	8	\$0	\$90

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

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

15. 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