

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, SEPTEMBER 13, 2022

**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. Solasky	P
Mr. Glassberg	P	Dr. Spigner	P
Dr. Johnson-Marcus	P	Mr. Suss	P

5. Showcase of Success

❖ Introduction of New Teachers

Alyssa Cosentino, First Grade Teacher Leave Replacement, Campbell
Dr. Courtney Crawford, School Psychologist, Edgar
Leslie Keeble, Math Teacher, Edgar
Nicole "Niki" Kogan, Special Ed Teacher Leave Replacement, Campbell
Christine "Chrissy" Kremer, Math Teacher, Edgar
Bill Latta, Special Ed Math Teacher, MHS
Dr. Isabella Massaro, Behaviorist, Campbell
Charmane Montgomery, School Library Media Specialist, Edgar and MHS
Richard Cundari, MHS Math

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

Mr. Michael Cummings of 112 Maple Ave came up and commented on math placements for students.

7. Presentations

- ❖ Referendum: Review of Ballot Questions - Mr. Lifton gave the report.
- ❖ SEL Assessment Data by Rick Cohen - Rick Cohen gave the report.

Mr. Benderly, Mr. Suss and Ms. Killean made comments and asked questions about the SEL presentation.

8. Reports

- ❖ President's Report - None
- ❖ Superintendent's Report - Dr. Caputo gave a short report.
- ❖ Committee Reports

Mr. Derflinger gave the Curriculum Committee report.

Dr. Johnson-Marcus gave the Human Relations Commission report.

Mr. Lifton gave the Referendum Committee report.

Mr. Suss gave the Finance/Tech Committee report.

- ❖ Student Board Member Report - Mr Solasky gave the report.

9. Old Business -None

10. New Business -None

11. Approval of Minutes of the Board of Education Meetings

August 23, 2022	Special Session Board Self- Evaluation
August 23, 2022	Special Business Meeting (1)
August 23, 2022	Special Business Meeting (2)
August 23, 2022	Board Meeting

Mr. Glassberg motioned. Dr. Spigner seconded. Motion carried 8-0-1. Mr. Suss abstained for all.

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

Mr. Justin Manley of 33 Concord Ave came up advocating for the Referendum.

Ms. Colleen Diaz of 58 Upland Ave came up also advocating for the Referendum.

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 - Rescind

Move to rescind the following co-curricular stipends for the co-curricular activities for the 2022-2023 school year as listed (Agenda 08/23/2022 Section 13 A14):

Name	Position	Stipend
Rescind: Tara Pata	Campbell School Drama Club Grade 4 (C) .5	\$774.50
Rescind: Erica Hsu	Campbell School Breaking the Chain Club Gr 1-4 (A) .5	\$572.50

2. Resignation - Paraprofessional

Move to accept the resignation of Tracy Dalfonsi, Paraprofessional at Edgar School, effective August 26, 2022.

3. Resignation - Certificated Staff

Move to accept the resignation of Manar Gouda, English Teacher at Metuchen High School, effective August 25, 2022.

4. Resignation - Paraprofessional Leave Replacement

Move to accept the resignation of Rene Flynn, Paraprofessional Leave Replacement at Edgar School, effective August 25, 2022 (Agenda 8/9/22, Section 13 A17).

5. Appointment - Certificated Staff

Move to approve the appointment of Charmane Montgomery, Library Media Specialist for Edgar School and Metuchen High School, for the 2022-2023 school year, at a salary of \$58,938/year, Step 2F, effective August 31, 2022 through June 30, 2023.

6. Appointment - Paraprofessional

Move to approve the appointment of Brendan McCunney, Paraprofessional at Edgar School, for the 2022-2023 school year, at a salary of \$22,626/year, effective August 31, 2022 through June 30, 2023.

7. Appointment - Paraprofessional

Move to approve the appointment of Carmela Fogarile, Paraprofessional at Moss School, for the 2022-2023 school year, at a salary of \$23,731/year, effective August 31, 2022 through June 30, 2023.

8. Instructional Stipends

Move to approve the following teachers for an instructional stipend for Eileen Wagenblast's leave of absence from September 6, 2022 through January 20, 2023:

Name	School	Assignment	2022-2023 Stipend
Amanda Shorr	MHS	Period 7 English 10 ICR (.5)	\$3,862
Jackie Jacobi	MHS	Period 2 English 9 ICR (.5)	\$3,862
Mike Mazza	MHS	Period 4A English 10H (.5)	\$3,862
Adam Levy	MHS	Period 5C English 10 (.5)	\$3,862
Matt Sutin	MHS	Period 6 English 10 (.5)	\$3,862

9. Appointment of Substitute Teachers

Move to approve the appointment of the following additional substitute teachers for the 2022-2023 school year, pending completion of substitute training and criminal history clearance (Agenda 8/23/2022 Section 13 A16):

Substitute Teacher	Certification	Per Diem Rate
Rosa Festa	Substitute w/60+ college credits	\$100/day
Paolo Razzino	Substitute w/college degree	\$105/day
Renata Kulka	Substitute w/60+ college credits	\$100/day
Marissa Toomey	Substitute with college degree	\$105/day
Jess Kovacs	Substitute with college degree	\$105/day
Dora Labate	Substitute with college degree	\$105/day
Caroline Seidner	Substitute with teacher cert	\$110/day

10. Appointment - Lunch Aides

Move to approve the additional following lunch aides in the Metuchen Public Schools for the 2022-2023 school year, effective September 6, 2022, pending criminal history clearance* (Agenda 08/09/2022 Section 13 A9):

Name	Rate
Nancy Chin*	\$15/hour
Leadria Frazer*	\$15/hour

11. Clubs and Co-Curricular Activities - Revision

Move to rescind and approve the following co-curricular stipends for the co-curricular activities for the 2022-2023 school year as listed (Agenda 08/23/2022 Section 13 A14):

Name	Position	Stipend
Rescind: Ken Smith	7th & 8th Grade Student Council	\$3,119
Approve: Emily Mertz	7th & 8th Grade Student Council	\$3,119

12. Appointment - Certificated Staff

Move to approve the appointment of Leslie Keeble, Math Intervention Teacher at Edgar School, for the 2022-2023 school year, at a salary of \$76,283/year, Step 3J, prorated, effective September 6, 2022 through June 30, 2023.

13. Mentor Assignment - Revisions

Move to approve the following mentor assignment revisions (Agenda 8/23/22, Section 13 A26):

New Teacher	School	Mentor	Assignment	Payment
Rescind: William Latta	MHS	Lindsay Nalepa	Informal Mentor	\$48/hour (not to exceed 6 hours)
Approve: William Latta	MHS	Lindsay Nalepa	Formal Mentor	\$550 (Traditional)
Rescind: Jaquelyn Jacobi	MHS	Alexa Baird	Formal Mentor	\$550 (Traditional)
Approve: Jaquelyn Jacobi	MHS	Adam Levy	Formal Mentor	\$550 (Traditional)

Rescind: Emily Rebelo	CES	Emily Peluso	Formal Mentor	\$550 (Traditional)
Approve: Emily Rebelo	CES	Emily Peluso	Informal Mentor	\$48/hour (not to exceed 6 hours)

14. Appointment - Paraprofessional

Move to approve the appointment of Kajal Desai, Paraprofessional at Moss School, for the 2022-2023 school year, at a salary of \$23,731/year, prorated, effective September 7, 2022 through June 30, 2023.

15. Edgar School Coaches

Move to approve the following 2022-2023 Edgar School Coach appointments and revisions, pending criminal history clearance, and substitute certification (Agenda 6/28/2022, Section 13 A27):

Fall Coaches:

Name	Assignment	22-23 Stipend
Rescind: Michael Butler	Boys Soccer Coach	\$3,556
Approve: John Butler	Boys Soccer Coach	\$3,556

16. Salary Adjustment - Certificated Staff

Move to approve a change in base salary for Emily Rebelo, Speech Therapist for Edgar School and Metuchen High School, from Step 2E, \$57,913/year, to Step 3E, \$59,325/year, as a result of her earning her Master's Degree, effective August 31, 2022.

17. Appointment - Certificated Staff

Move to approve the appointment of Amanda Shorr, English Teacher at Metuchen High School, for the 2022-2023 school year, at a salary of \$60,375/year, Step 3F, effective August 31, 2022 through June 30, 2023.

18. Maternity Leave of Absence

Move to approve the maternity leave of absence of Erica Hsu, School Counselor at Campbell School, effective approximately February 13, 2023 through approximately June 1, 2023.

19. Non-Instructional Stipend - Revision

Move to rescind and approve the following additional Non-Instructional Stipends, for the 2022-2023 school year, as listed as of 09/06/2022 (Agenda 08/09/2022 Section 13 A12):

Name	Assignment	22-23 Stipend
Rescind: Elissa Cadel	Campbell lunch/recess non-instructional	\$6,497
Approve: Jeremy Barnes	Campbell lunch/recess non-instructional (.5)	\$3,248.50
Approve: Danielle Rubinowitsch	Campbell lunch/recess non-instructional (.5)	\$3,248.50

20. Intervention Services

Move to Approve the following certified staff to provide beyond the school day intervention services for the 2022-2023 school year, at the hourly rate of \$48/hr (ESSER III funded):

Elizabeth Smith	Christina Bropson
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21. New Teacher Academy Workshop

Move to approve Evan Robbins as a Presenter for New Teacher Academy workshop at Metuchen High School, at a rate of \$48/hour, not to exceed 4 hours.

22. Formal Mentor Teachers

Move to approve the following formal mentor teacher to work with the following mentee teachers for the 2022 – 2023 school year (Agenda 8/9/23, Section 13 A20):

New Teacher/Leave Replacement	School	Mentor	Payment Traditional Route \$550.00 Alternate Route \$1,000.00
Charmane Montgomery	EMS/MHS	Caroline Forde	\$550 (Traditional)

23. Paraprofessional Reassignments

Move to approve the following changes in paraprofessional assignments, based on student needs:

Name	Position	Rate
Rescind:		
Laurie Toth	Campbell	\$23,309/yr
Ashley Keller	Edgar	\$22,626/yr
Iffat Rouhi	Edgar	\$22,626/yr
Sonia Aswani	MHS	\$22,281/yr
Approve:		
Laurie Toth	Edgar	\$23,309/yr
Ashley Keller	Campbell	\$22,626/yr
Iffat Rouhi	Campbell	\$22,626/yr
Sonia Aswani	Campbell	\$22,967/yr

24. Appointment – Fall 2022 Student Teacher

Move to approve the following 2022-2023 Student Teacher in our schools, start date September 19, 2022, pending final student teacher paperwork:

Name	School	Teacher
Lenny Ramirez, Western Governors University	Campbell	Michelle Bethe

25. Clubs and Co-Curricular Activities

Move to rescind and approve the following additional co-curricular stipends for the co-curricular activities, for the 2022-2023 school year, as listed (Agenda 08/23/2022 Section 13 A14):

Name	Assignment	22-23 Stipend
Rescind:		
Matt Sutin	National Honor Society	\$2,604
Approve:		
Matt Sutin	MHS National Honor Society (.5) Step 2	\$1,302
Matt Sutin	MHS National Honor Society (.5) Step 1	\$1,208.50
Amanda Shorr	MHS Student Council (.5)	\$2,403

Dawn Valovcin		
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26. Informal Mentors

Move to approve the following staff to serve as an informal mentor for the 2022-2023 school year, effective August 30, 2022, to be paid at a rate of \$48/hour, not to exceed six hours.

New Teacher	School	Mentor
Christine Kremer	EMS	Danielle Kennedy
Thomas Dowling	EMS	Edward Ronk
Amanda Shorr	MHS	Alexa Baird
Leslie Keeble	EMS	Karen Logan

27. Appointment - Paraprofessional

Move to approve the appointment of Gina Stio, Paraprofessional at Edgar School, for the 2022-2023 school year, at a salary of \$22,626/year, prorated, effective September 14, 2022, pending criminal history clearance, through June 30, 2023.

28. Instructional Stipends - Revision

Move to rescind and approve the following Instructional Stipends, for the 2022-2023 school year, as listed (Agenda 08/09/2022 Section 12 A12):

Name	Assignment	22-23 Stipend
Rescind:		
Lindsay Kaye	6th period instructional	\$7,724
Jennifer North	6th period instructional	\$7,724
Approve:		
Lindsay Kaye	6th period instructional (.5)	\$3,862
Jennifer North	6th period instructional (.5)	\$3,862
Magy Naguib	Moss extended day (.5)	\$3,862

29. MHS Volunteer Advisor - Revision

Move to rescind Liz DeMott, the Volunteer Advisor for the MHS Fashion Club, for the 2022-2023 SY (Agenda 08/23/2022 Section 13 A15).

30. Appointment of Substitute Paraprofessional

Move to approve the appointment of Rosaria Di Leonardo, an additional substitute paraprofessional, for the 2022-2023 school year, at a rate of \$15/hour (Agenda 08/23/2022 Section 13 A17).

31. Resolution - Administrative Leave

Be it resolved, Employee #102509 was placed on administrative leave on September 1, 2022.

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

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. ESCNJ Authorization

Board Minutes - September 13, 2022

Move to authorize the Educational Services Commission of New Jersey to conference, discuss and solicit input in the development of the nursing services contract document for the 2022-2023 school year, which provides nursing services to the following non-public schools located in the Metuchen School District: Edgar Learning Center, Apple Montessori, St. Joseph High School, Callicorp LLC DBA Friend, Community Nursery School and Kindergarten, Metuchen Christian Academy and St. Francis Cathedral.

2. Resolution

Move to approve the James Stronge observation and evaluation system for the 2022-2023 school year.

3. Appointment-Balanced Literacy Coach

Move to approve BDO, Deanne Opatosky, as ESSA Balanced Literacy Coach for the 2022-2023 school year using ESSA Title IIA funds not to exceed \$29,875.

4. Appointment - Mental Health Coach

Move to approve School Wellbeing Solutions, Martin Blank, as Coping Skills Trainer for the 2022-2023 school year using ESSER III Accelerated Learning Coaching and Educator Support Grant funds not to exceed \$14,000.

5. 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 #
9/28/2022	9/28/2022	Strauss Esmay HIB Training - Fall 2022	Kirschner, Brooke	CES	\$145	Other	
9/29/2022	9/29/2022	Girls on the Brink: Helping Our Daughters Thrive in an Era of Increased Anxiety, Depression, and Social Media	Granados, Lisa	MHS	\$65	FFPI	23-014
10/12/2022	10/14/2022	AENJ conference	Kustelski, Gina	CES	\$250	FFPI	23-012
10/12/2022	10/14/2022	AENJ Conference	Murphy, Kelly	MHS	\$200	FFPI	23-015
10/12/2022	10/14/2022	Together in Art	Gumbrecht, Jennifer	EMS	\$270	FFPI	23-016
10/13/2022	10/13/2022	2022 NJPSA/FEA/NJASCD Fall Conference	Bormann, Kristina	CES	\$196	FFPI	23-010
10/13/2022	10/13/2022	NJPSA/FEA/NJASCD - Creating a Culture of Data (Presenter)	Jeney, Meghan	CES	\$20	FFPI	23-013
10/14/2022	10/15/2022	A Kaleidoscope of Experts on Key Issues in Literacy	Smith, Rebecca	CES	\$175	FFPI	23-011
10/20/2022	10/23/2022	ASCD Leadership Summit	Dougherty, Natalie	Central Office	\$867	Other	
10/11/	10/11/	Strauss Esmay's Fall 2022	Donohue, Sheila,	Central	\$125/pp	Other	

Board Minutes - September 13, 2022

2022	2022	New Jersey Family Leave and Federal Family and Medical Leave Program	Vitagliano, Maryanne, Taylor, Carolyn	Office			
9/15/2022	9/15/2022	CPR/AED Instructor Certification	Mooney, Mark Youngman, Julie	MHS	\$0	no cost	
9/21/2022	6/7/2023	ASAP-NJ Meetings	Rubin, Samantha	MHS	\$50	other	
10/12/2022	10/14/2022	AENJ Conference - Together in Art	Banner, Margaret	EMS/MHS	\$295	FFPI	23-026
10/21/2022	10/21/2022	Increase Students' MINDFULNESS: Strengthen Your Students' Academic Success and Confidence While Reducing Disruptive Behaviors	Stoner, Marsha	EMS	\$159	FFPI	23-028
10/22/2022	10/22/2022	Mary Amoson - Classroom Management	Young, Kelsee	Moss	\$45	FFPI	23-025
9/14/2022	9/16/2022	GPANJ Educational Symposium	Orcutt, Tracey	Central Office	\$600	Other	

6. ESL Intern

Move to approve the following Rutgers Graduate School GSAPP SEL intern for the 2022-2023 school year with a stipend of \$5,000 to be paid from Esser II Funds:

Name
Kristen Foley

7. Transportation Jointure 2022-2023

Move to approve the Transportation Jointure for the 2022-2023 school year with the Camden County Educational Services Commission.

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

-----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. Curriculum Guides

Move to approve the curriculum documents for the following subjects:

Curriculum Documents	
Subject	Description
PE/Health/Dance	Kindergarten

Social Studies	Grades 5 and 6
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2. New Textbook

Move to approve the textbook *CHEMINS 1, FRENCH for a Connected World French* for the course class, Grades 7 & 8.

3. New Textbook

Move to approve the textbook *Calculus for the AP Course, 3ed.* by Sullivan & Miranda for the class course, AP Calculus AB and AP Calculus AB/BC.

4. Work Based Experience

Move to approve Work Based Learning Experiences for students in the Metuchen Internship Learning Experience classes at MHS for the 2022-2023 SY.

Mr. Derflinger motioned. Dr. Spigner seconded. Motion carried 9-0-0.

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

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

15. Announcements - Dr. Spigner 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 to adjourn. All in favor. Adjournment at 9:57 pm.