

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, SEPTEMBER 27, 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	A
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

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

A man named Steven who lives on Simpson Place came up and spoke about his concerns with the referendum.

7. Presentations

8. Reports

- ❖ President's Report - Mr. Glassberg gave a report.
- ❖ Superintendent's Report - Dr. Caputo gave a report.
- ❖ Committee Reports

Dr. Spigner gave a report on the Garden State Coalition of Schools.
Mr. Benderly gave a report on the District Leadership Team.
Ms. Cook gave a small announcement for the Policy Committee.

Mr. Derflinger gave a report for the Curriculum Committee.
Dr. Johnson-Marcus gave a report for the Equity Committee and the Human Relations Commission.

Mr. Lifton gave a report for the Referendum Committee.

Mr. Sus gave a report for the Extra-Curricular Committee.

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

9. Old Business

10. New Business

11. Approval of Minutes of the Board of Education Meetings

September 13, 2022	Special Session Board Self- Evaluation
September 13, 2022	Special Business Meeting (1)
September 13, 2022	Special Business Meeting (2)
September 13, 2022	Board Meeting

Mr. Glassberg motioned. Dr. Spigner 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. Appointment - Custodian

Move to approve the appointment of Angelica Tafoya-DeCruz, Custodian for the Metuchen School District, for the 2022-2023 school year, at a salary of \$39,137/year, prorated, effective September 28, 2022, pending criminal history clearance.

2. Family Medical Leave of Absence - Certificated Staff

Move to approve the family medical leave of absence of Ken Smith, Social Studies Teacher at Edgar School, effective January 2, 2023 through March 3, 2023.

3. MHS Volunteer Clubs

Move to approve the following MHS Volunteer Clubs for the 2022-2023 school year, as listed (Agenda 08/23/2022 Section 13 A15):

Volunteer Club	Advisor
Poetry/Songwriting Club	Katie Tencza
Fashion Club	Anais Ortega
MHS Physics Team	Joe Keagle

4. Clubs and Co-Curricular Activities

Move to 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 A15):

Campbell School		
Club	Advisor	2022-2023 Stipend
Breaking the Chain Club Gr 1-4 (A) .5	Nicole Kogan	\$572.50
Drama Club Grade 4 (C) .5	Susan Fackler	\$774.50

5. Clubs and Co-Curricular Activities -Revisions

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 A15):

Metuchen High School		
Name	Club	2022-2023 Stipend
Rescind:		
Ann Lezama	Senior Class Advisor (Step3)	\$4,290
Michael Richvalsky	Robotics (Step 1)	\$5,000
Approve:		
Susan Paredes	Senior Class Advisor (Step 1)	\$3,916
Edgar Middle School		
Rescind:		
Rachel DiVanno	Environmental Club (C)	\$1,323
Approve:		
Chrissy Kremer	Environmental Club (C)	\$1,549
Campbell Elementary School		
Rescind:		
Margie Thomas	Orchestra Grade 4 (C)	\$1,549
Approve:		
Jordyn Gallagher	Orchestra Grade 4 (C) .5	\$774.50
Chris McEwan	Orchestra Grade 4 (C) .5	\$774.50

6. Edgar School Coaches

Move to approve the following 2022-2023 Edgar School Coach appointments, pending criminal history clearance, and substitute certification:

Winter Coaches:

Name	Assignment	22-23 Stipend
Approve:		
Marcus Farris*	Boys Basketball Coach	\$3,556
Approve:		
Kevin Coleman*	Wrestling Coach	\$3,556

*represents adjunct coach

7. Family Leave of Absence - Extension

Move to approve the extension of the Family Leave of Absence of Eileen Wagenblast, English Teacher at Metuchen High School, through January 31, 2023 (Agenda 04/26/2022 Section 13 A2).

8. Appointment – Additional Event Staff

Move to approve the following additional Event Staff for the 2022-2023 school year (Agenda 08/09/2022 Section 13 A13):

Jennifer Alijewicz
Dawn Valovcin
Sofia Mercado

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	Certification	Per Diem Rate
Maricruz Araujo	Substitute w/60+ college credits	\$100/day
Alyssa Harrigane	Substitute w/college degree	\$105/day
Farhana Omarzai	Substitute w/college degree	\$105/day

10. Substitute Teachers – Pay Rate Revisions

Move to approve the following pay rate revisions for substitutes for the 2022-2023 school year (Agenda 8/23/2022 Section 13 A16):

Substitute	Certification	Per Diem Rate
Rescind:		
Ronald Deloatch	Substitute w/college degree	\$105/day
Isamar Castenada	Substitute w/college degree	\$105/day
Approve:		
Ronald Deloatch	Substitute w/teacher cert	\$110/day
Isamar Castenada	Substitute w/60+ college credits	\$100/day

11. Appointment of Substitute Paraprofessional

Move to approve the appointment of the following additional substitute paraprofessional for the 2022-2023 school year, pending completion of substitute training and criminal history clearance:

Substitute Paraprofessional	Per Diem Rate
Lucyann MacDonald	\$15/hour

12. Appointment of Substitute Secretary

Move to approve the appointment of the following substitute secretary for the 2022-2023 school year, pending completion of substitute training and criminal history clearance:

Substitute Paraprofessional	Per Diem Rate
Lucyann MacDonald	\$15/hour

13. Appointment of Substitute Custodian

Move to approve the appointment of the following substitute custodian for the 2022-2023 school year, pending completion of criminal history clearance:

Substitute	Per Diem Rate
Kelda Asiain Arvizu	\$15/hour

14. Maternity Leave of Absence - Certificated Staff

Move to approve the maternity leave of absence of Amanda Marciante, School Nurse at Campbell School, effective approximately February 24, 2023 through approximately December 20, 2023.

15. Extended School Year Special Services Staff - Certificated Staff

Move to approve retroactively the following as special services staff for the 2022 Extended School Year Program (Agenda 06/28/2022 Section 13 A5):

Name	Program	Per Hour
Emily Peluso	CST speech evals and meetings	\$68.72/hour

16. Trainers

Move to approve the following teachers to prepare and provide turn-key training for special education programs and mandated professional development for the 2022-2023 school year:

Name	Program	Per Hour
Lindsey Omark	Assistive Technology	\$48/hour
Jennifer Pasquale	Assistive Technology	\$48/hour
Ann Leghorn	Dyslexia	\$48/hour

17. Appointment - Paraprofessional

Move to approve the appointment of Gina DelRosso, Paraprofessional at Edgar School, for the 2022-2023 school year, at a salary of \$22,626/year, prorated, effective October 7, 2022 through June 30, 2023.

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

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. 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 September 27, 2022 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.

2. Nonpublic Technology Aid

Move to approve the following nonpublic technology aid for the 2022-2023 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-G	1	5344832	ViewSonic ViewBoard 75" LED	\$3,500.00	\$3,500.00
Metuchen Christian Academy	CDW-G	1	NA	Installation	\$950.00	\$950.00
Metuchen Christian Academy	CDW-G	1	4484405	TrippLite TV Floor Stand Cart	\$499.57	\$499.57
Metuchen Christian Academy	CDW-G	1	7125267	HP ProBook 450 G8 Notebook	\$775.03	\$775.03
Metuchen Christian Academy	CDW-G	1	NA	S&H	\$8.51	\$8.51

3. 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 #
10/7/2022	10/7/2022	NJSCA Fall Conference	Campbell, Lauren	Edgar	\$159	FFPI	23-034
10/7/2022	10/7/2022	NJ School Counselor Association Fall Conference	Chango, Lisa	Edgar	\$199	FFPI	23-037
10/8/2022	10/8/2022	NJAKE Fall Conference for Early Childhood Educators with Dr. Nicki Newton	Spring, Christina	Campbell	\$50	FFPI	23-017
10/14/2022	10/15/2022	NJIDA Fall Conference	Cadel, Ellissa	Campbell	\$175	FFPI	23-032
10/17/2022	10/19/2022	INTRODUCTION TO PROMPT TECHNIQUE	Stein, Eric	Campbell	\$875	FFPI	23-023
10/18/2022	10/18/2022	Strauss Esmay HIB Law update Training Program	Stike, Brian	MHS	\$145	Other	
10/19/2022	10/19/2022	New Jersey Science Convention	Nolde, Jonathan	Campbell	\$199.74	FFPI	23-030
10/19/2022	10/19/2022	New Jersey Science Convention	Nalepa, Lindsay	MHS	\$220	FFPI	23-033
10/20/2022	10/21/2022	Anti - bully specialist	Carter, Douglas	Edgar	\$500	FFPI	23-035

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2022	2022						
10/20/2022	10/21/2022	Autism New Jersey	Massaro, Isabella	Campbell	\$595	FFPI	23-036
10/21/2022	10/21/2022	Increase Students' MINDFULNESS: Strengthen Your Students' Academic Success and Confidence While Reducing Disruptive Behaviors	Muller, Jennifer	Edgar	\$159	FFPI	23-031
10/22/2022	10/22/2022	NJAKE Workshop for Early Childhood Educators with Mary Amoson	Spring, Christina	Campbell	\$20	FFPI	23-018
10/24/2022	10/28/2022	5th Grade NJSLA- S Science Assessment - Performance Level Descriptors Revision Work	Nolde, Jonathan	Campbell	0	No cost	
10/31/2022	10/31/2022	Collaboration Conference	Porowski, Edward	MHS	0	No cost	
10/31/2022	10/31/2022	Educator Collaboration Conference	Azevedo, Suzy	Edgar	0	No cost	
11/1/2022	11/1/2022	Collaboration Conference	Fitzgibbon, David	Campbell	0	No cost	
11/1/2022	11/1/2022	Rutgers Collaboration	McKenna, Katherine	Moss	0	No cost	
11/1/2022	11/1/2022	Rutgers Collaboration	Costanza, Vincent	Campbell	0	No cost	
11/1/2022	11/1/2022	Rutgers Collaboration	Calantoni, Karen	Moss	0	No cost	
11/5/2022	11/5/2022	NJAKE Workshop for Early Childhood Educators with Hilary Statum	Spring, Christina	Campbell	\$20	FFPI	23-019
11/18/2022	11/20/2022	ACTFL 2022	Flores, Karin	MHS	\$1,000	FFPI	23-027
11/18/2022	11/20/2022	ACTFL 2022	Girin, Anna	MHS	\$1,000	FFPI	23-029
11/18/2022	11/20/2022	ACTFL 2022	Vosinas, Nickolas	MHS	\$717.50	FFPI	23-006
11/19/2022	11/19/2022	Understanding Dyslexia and Other Reading Disabilities with Amy Garner	Spring, Christina	Campbell	\$20	FFPI	23-020
12/3/2022	12/3/2022	NJAKE Workshop for Early Childhood Educators with Kimberly Jordano	Spring, Christina	Campbell	\$20	FFPI	23-021
12/5/2022	12/6/2022	NJASL 2022 Conference, Unleash Your Librarian Superpowers	Derer, Barbara	Campbell	\$250	FFPI	23-024
1/21/	1/21/	Phonological Awareness,	Spring, Christina	Campbell	\$20	FFPI	23-022

2023	2023	Phonemic Awareness and Phonics for Early Childhood Educators with Amy Garner					
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Mr. Suss motioned. Ms. Cook seconded. Motion carried 8-0-0.

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

C. POLICY
Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for September 12, 2022- September 23, 2022.

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

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

D. CURRICULUM
Motion/Second/Comments/Roll Call

1. Turn-Key Trainers

Move to approve the following teachers to prepare turn-key training for all PK-5 staff, for the 2022-2023 school year, on how to embed coping skills into morning meeting and classroom management routines for the October 10, 2022 In-service Day at the rate of \$48/hour from the ESSER III grant not to exceed 9 hours each:

Sarah Masters
Kelsee Young
Katie McKenna
Sofia Lopes
Emily Presuto

2. Curriculum Documents

Move to approve the curriculum documents for the following subjects:

Curriculum Documents	
Subject	Description
Social Studies	Grades K, 2, 7, 8
Financial Literacy	Grades 9-12

3. Emergency Virtual or Remote Instructional Plan

Move to approve the Metuchen Public Schools Local Educational Agency Guidance for Emergency Virtual or Remote Instruction Plan for the 2022-2023 school year.

4. Field Trips

Move to approve the following field trips for students in the Metuchen School District as shown on the attachment.

5. ESCNJ Appointment of Representative

Pursuant to enacted legislation P.L. 192-1989, Chapter 254, the Metuchen Board of Education elected Vincent Caputo to the Representative Assembly of the Educational Services Commission of New Jersey from September 2022 to September 2023.

6. Professional Development - SEL Interns

Move to approve the following SEL Interns for Professional Development activities from September 30, 2022 through December 20, 2022 as show below:

Intern	School	Professional Development
Kimberly Lopez, Rutgers University	CES	Social Emotional Learning
Olivia Kycia, Rutgers University	Moss	Social Emotional Learning

Mr. Derflinger motioned. Dr. Johnson-Marcus seconded. Motion carried 8-0-0.

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

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

15. Announcements - Dr. Spigner 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 to adjourn. All in favor. Adjournment at 8:51 pm.