

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, NOVEMBER 15, 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	A	Ms. Killean	P
Ms. Cook	A	Mr. Lifton	P
Mr. Derflinger	P	Mr. Solasky	A
Mr. Glassberg	P	Dr. Spigner	P
Dr. Johnson-Marcus	P	Mr. Suss	A

5. Showcase of Success

❖ MHS Fall Play - Tonight, we have three students from the MHS Footlighters': *Luke Krombholz, Katherine Meyer, and Andy Siemers* here to give us a preview of the upcoming fall play, *Puffs*, which tells the story of the side characters from a certain school of magic (of which we are all familiar). Katherine, who is playing the Narrator in the play, wrote the preview script for the skit we're seeing tonight. To see the full play, *Puffs*, or *Seven Increasingly Eventful Years at a Certain School of Magic and Magic*, visit mhsfootlighters.com for tickets. Performances are Dec 2, 3, and 4th. Our younger guests can dress like a witch or wizard and have their picture taken with a Puff after the show.

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

7. Presentations

- ❖ AP, SAT, ACT Results - Presented by Mr. Cohen, Ms. Kurtin, and Ms. Henn
- ❖ NJSLA Science Results - Presented by Mr. Cohen and Ms. Henn
- ❖ Special Education DLT - Presented by Ms. Herzog, Ms. Calentoni and Ms. Bonassisa
- ❖ Campbell SLT -Presented by Dr. Costanza and Mr. Fitzgibbon

- ❖ Edgar SLT - Presented Ms. Azevedo and Ms. Gouveia
- ❖ MHS SLT - Presented by Mr. Porowski and Mr. Schlavis

8. Reports

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

Mr. Glassbergf gave a report on the District Leadership Team.
Mr. Lifton gave a report on the Referendum Committee.

- ❖ Student Board Member Report

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

November 1, 2022	Special Business Meeting (1)
November 1, 2022	Special Business Meeting (2)
November 1, 2022	Board Meeting

Mr. Glassberg motioned. Mr. Lifton seconded. Motion carried 4-0-2. Mr. Derflinger and Dr. Spigner abstained.

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 - Leave Replacement Supervisor

Move to approve the appointment of Kathy Glutz, as Leave Replacement Supervisor of Elementary Education, effective approximately January 2, 2023 through approximately March 31, 2023, at a rate of \$500/day.

2. 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
Tal Berenfeld	Substitute w/college degree	\$105/day
Rachel Frejuste	Substitute w/college credits	\$100/day

3. Appointment of Substitute Nurses

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

Substitute Nurse	Per Diem Rate
Hireshel Berame	\$200/day
Katrina Jacobson	\$200/day

4. Appointment – Additional Event Staff

Move to approve the following additional Event Staff for the 2022-2023 school year:

Kate Eosso

5. Clubs and Co-Curricular Activities - Revision

Move to rescind and approve the following co-curricular stipends for the co-curricular activity for the 2022-2023 school year as listed (Agenda 8/23/22, Section 13 A14):

Edgar Middle School		
Advisor	Club	2022-2023 stipend
Rescind Audra Smith	Spanish Club	\$1,323
Approve Audra Smith Raquel Williams	Spanish Club .5 Spanish Club .5	\$661.50 \$661.50

6. Coaches - Appointment

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

Winter Coaches

Name	Assignment	22-23 Stipend
Rescind: Owen Barreira	Boys Basketball Asst Coach	\$7,053 (Step 2)
Approve: Michael Guidetti*	Boys Basketball Asst Coach	\$6,865 (Step 1)
Rescind: Sara Yocum*	Cheerleader Head Coach	\$3,816 (Step 3)
Approve: Meeghan Gehring*	Cheerleader Head Coach	\$3,670 (Step 1)

Spring Coaches

Name	Assignment	22-23 Stipend
Rescind: Kristen (Kuhlthau) Gallo	Middle School Softball Coach	\$3,556
Approve: Brooke Bandola	Middle School Softball Coach	\$3,556
Rescind: Frank Ruggiero	MHS Asst Golf Coach/JV	\$4,640 (Step 3)

7. Appointment - Certificated Staff

Move to approve the appointment of Kevin Smedley, Industrial Technology Teacher at Metuchen High School, for the 2022-2023 school year, at a salary of \$92,665/year, Step 4M, pro-rated, effective February 1, 2023 through June 30, 2023.

8. Medical Leave of Absence - Custodial Staff

Move to approve the medical leave of absence of Mark Cooper, Custodian at Campbell School, effective September 19, 2022 through approximately January 2, 2023.

9. Additional Appointments of the Zone Staff

Move to approve the following additional Zone Staff for the 22-23 school year, pending criminal history clearance (Agenda 8/29/22, Section 13 A29):

Mentors:

Name	Hourly Rate
Gianna Vega	\$15
Miles Elster	\$15

10. IEP Support at Zone

Move to approve the following paras to provide additional assistance at the Edgar Zone at the following hourly rate:

- Annie Kim, \$19.90
- Laurie Toth, \$20.50
- Gina Sito, \$19.90
- Will Colavito, \$21.10
- Judi Hoffman, \$21.40
- MaryJo Paulmenn, \$21.75

Mr. Glassberg motioned. Ms. Killean seconded. Motion carried 6-0-0.

-----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, 2022.

2. Payment of Bills

- a) Board Secretary’s Certification

Board Minutes - November 15, 2022

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of November 15, 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.

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 #
11/19/2022	11/19/2022	Basic Life Support(BLS) Renewal	Pham, Nga	Moss	\$92.70	FFPI	23-071
12/2/2022	12/2/2022	NJ Council for History Education 28th History Conference	Butler, Michael	Edgar	\$90	FFPI	23-072
12/2/2022	12/2/2022	NJCHE Annual Conference	Brown, Deborah	Edgar	\$90	FFPI	23-073
12/8/2022	12/8/2022	NJASCD Early Childhood Summit	Caputo, Vincent	Central Office	\$0	No cost	
12/8/2022	12/8/2022	NJASCD Early Childhood Summit	Dougherty, Natalie	Central Office	\$0	No cost	
12/14/2022	12/14/2022	The Zones of Regulation ® Comprehensive Training	Haller, Alicia	Moss	\$220	FFPI	23-075
1/27/2023	1/27/2023	NJEA: Preparing for Negotiations -- Collective Bargaining	Schlavis, William	MHS	\$0	No cost	
3/3/2023	3/10/2023	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	Calantoni, Karen	Moss	\$140	FFPI	23-076
3/3/2023	3/10/2023	Using the Patterns of Strengths and Weaknesses (PSW) Model to Identify Specific Learning Disabilities (SLD) and Other Learning Problems	Donatelli, Dana	Moss	\$140	FFPI	23-077

4. Resolution

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX,
NEW JERSEY AUTHORIZING THE EXECUTION OF A
SHARED SERVICES AGREEMENT WITH THE BOROUGH OF
METUCHEN FOR THE SHARED USE EDISON FIELD
IMPROVEMENT PROJECT**

WHEREAS the Borough sought assistance from the State of New Jersey for improvements to the Edgar Field owned by the Borough, and the State Budget Bill appropriated \$2,000,000 to the Board of Education for Astro turf for the field; and

WHEREAS the Borough and the School District both use the Edgar Field for athletic, recreation, Borough and School District purposes; and

WHEREAS municipalities and school districts often enter into shared services agreements and before that interlocal services agreements and other arrangements that enable the residents of their communities to utilize their facilities owned by either as community facilities for school and municipal services, including athletic, recreational, school building and other facilities; and

WHEREAS the Borough and the School District have determined that it is the most cost effective and in the best interests of the Borough, the School District and the residents thereof for the Borough and the School District to jointly provide for the Edgar Field Improvement Project, involving installation of an Astro turf field, drainage improvements and equipment, including incidental and related costs and costs of planning and borrowing (the "Project"); and

WHEREAS the Project is estimated to exceed \$2,000,000 of State Funds available to the School District and the Borough has agreed to fund the remaining costs of the improvements to the Project; and

WHEREAS the Borough shall grant the School District a license to enter upon and use the Edgar Field (the "Field") upon the terms and conditions described herein; and

WHEREAS the Borough will oversee and provide for the implementation of the Project and for the cost of maintenance and upkeep of the Field as set forth herein for as long as this agreement remains in effect; and

WHEREAS the Borough and the School District desire to set forth certain terms and conditions relating to the construction of the Project and use of the Field; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes and encourages local units, including municipalities and school districts, to enter into contracts for services performed by local units in accordance with law for the purpose of reducing property taxes through reduction of expenses; and

WHEREAS municipalities and school districts are expressly authorized to work together for the provision of improvements that can be used for athletic, recreational, educational and other community purposes; and

WHEREAS it is the most cost effective and in the best interests of the residents of the Borough and the School District for the Borough and the School District to work together through this Shared Services Agreement to implement the Project for the benefit of the community; and

WHEREAS the Borough has approved the execution of this Agreement by resolution adopted on _____, and the School District has approved the execution of this Agreement by resolution adopted on _____; now therefor

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY AS FOLLOWS:

Section 1. The Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the "Board of Education") is hereby authorized to enter into a shared services agreement with the Borough of Metuchen dated as of such date as shall be agreed upon by the Borough Administrator and the Business Administrator/Board Secretary of the Board of Education in a form substantially the same as the form of the shared services agreement (the "Shared Services Agreement") submitted at this meeting with such changes approved by counsel to the Board of Education. The Board President or the Business Administrator/Board Secretary is hereby authorized to execute the Shared Services Agreement on behalf of the Board of Education, and such signature shall be conclusive evidence of approval of any such changes. The appropriate representatives of the Board of Education are hereby authorized to implement the proposed Shared Services Agreement on behalf of the Board of Education in accordance with its terms.

Section 2. This resolution shall take effect immediately.

Mr. Glassberg motioned. Dr. Spigner seconded. Motion carried 6-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for October 31, 2022 - November 11, 2022.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- EMS092922001
- CES092922001
- CES100622001
- EMS101022002
- EMS101422003

3. Second Reading of Policy

Move to approve the second reading of the following policy:

P5512 Harassment, Intimidation, or Bullying

Mr. Glassberg motioned. Mr. Derflinger seconded. Items 1 and 3 passed 6-0-0. For item 2 the motion carried 5-0-1 for the first case. Mr. Derflinger abstained from the first case. The motion carried 5-0-1 for the second case. The motion carried 5-0-1 on the third case. Motion carried 6-0-0 for the fourth case. The motion carried 5-0-1 on the fifth case. Dr Spigner abstained on the second, third and fifth case on item 2.

-----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	Number of Subs Needed
MHS	FIT	Grades 9-12; Students interested in the fashion industry will be able to observe new trends of fashion by visiting different fashion displays, participate in a museum exhibition, experience a variety of textiles and materials in a renowned fabric supplier. Staff and students will meet at the train station.	Ortega, Hausser, Vosinas, Jaye	12/14/22	30-40	\$0	2

2. Curriculum Documents

Move to approve the following curriculum documents for the following subjects:

Curriculum Documents	
Subject	Grades
Health	5, 7 & 8
Social Studies	3 & 4
Spanish	8

Mr. Derflinger motioned. Dr. Spigner seconded. Motion carried 6-0-0.

-----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 10:18pm.