

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

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

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

**Tuesday, January 3, 2023
8:00pm**

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 8, 2022.

Eric Suss and Jonathan Lifton recited their required oaths aloud, administered by Mr. Havier.

5. 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	A
Dr. Johnson-Marcus	P	Mr. Suss	P

6. Announcement of Election Results

Candidates in Ballot Order	Total Votes
Alicia Killean	3849
Eric Suss	3758
Jonathan Lifton	3529

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

Mr. Havier asked for nominations for Board President. Mr. Glassberg nominated Jonathan Lifton.

Votes For Board President

Board Member	Vote	Board Member	Vote
Mr. Benderly	Yes	Ms. Killean	Absent
Ms. Cook	Yes	Mr. Lifton	Yes
Mr. Derflinger	Yes	Dr. Spigner	Absent
Mr. Glassberg	Yes	Mr. Suss	Yes
Dr. Johnson-Marcus	Yes		

8. Newly Elected President, Jonathan Lifton, Takes Chair

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

Mr. Lifton asked for nominations for Board Vice President. Dr. Johnson-Marcus nominated Brian Glassberg.

Votes for Board Vice President

Board Member	Vote	Board Member	Vote
Mr. Benderly	Yes	Ms. Killean	Absent
Ms. Cook	Yes	Mr. Lifton	Yes
Mr. Derflinger	Yes	Dr. Spigner	Absent
Mr. Glassberg	Yes	Mr. Suss	Yes
Dr. Johnson-Marcus	Yes		

10. Meeting Open to the Public on all Previous Items

-None

11. Presentation/Discussions

-None

12. Remarks by President

Mr. Lifton made remarks.

13. Report of Superintendent

Dr. Caputo spoke.

14. Committee Reports

Mr. Derflinger gave a Curriculum Committee report.
 Mr. Suss gave an Extracurricular Committee report.
 Dr. Johnson-Marcus spoke.
 Mr. Solasky gave his report.

15. Old Business -None

16. New Business -None

17. Meeting Open to the Public

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

- None

18. Approval of the Minutes of the Board of Education Meetings

Move to approve the minutes of the following meetings:

December 13, 2022	Special Business Meeting (1)
December 13, 2022	Special Business Meeting (2)
December 13, 2022	Board Meeting

Mr. Lifton motioned. Mr. Glassberg seconded. Motion carried 7-0-0.

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. 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):

Campbell School		
Advisor	Club	Stipend
Rescind: Margie Thomas	Chorus Grade 3 and 4 (C)	\$1,549
Approve: John Flynn	Chorus Grade 3 and 4 (C)	\$1,549

2. Appointment - Help Desk Technician

Move to approve the appointment of Christopher Sneedse, Help Desk Technician for Metuchen Public Schools, for the 2022-2023 school year, at a salary of \$55,000/year, prorated, effective February 6, 2023 through June 30, 2023, pending criminal history clearance.

3. Appointment - Leave Replacement

Move to approve the appointment of Susan Fackler, Leave Replacement for Amanda Marciante, Campbell School Nurse, effective approximately February 24, 2023 through approximately June 23, 2023, at a rate of \$291.89/day.

4. Appointment - Paraprofessional

Move to approve the appointment of Sandy Iacona, Paraprofessional at Moss School, for the 2022-2023 school year, at a salary of \$23,731/year, prorated, effective January 17, 2023, through June 30, 2023.

5. Appointment - 1:1 Nurse

Move to approve the appointment of Laura Hermans, 1:1 Nurse at Moss School, for the 2022-2023 school year, effective January 9, 2023 through June 30, 2023, pending NJ certification, at a rate of \$45/hour.

6. Salary Adjustment – Certificated Staff

Move to approve a change in base salary for Nga Pham, Moss School Nurse, from Step 1F, \$57,500/year, to Step 3F, \$60,375/year, as a result of earning her Master’s Degree, effective February 1, 2023.

7. Resignation - Lunch Aide

Move to accept the resignation of Sheri Kady, Lunch Aide at Campbell School, effective December 22, 2023.

8. Appointment of Substitute Teachers

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

Substitute	Certification	Per Diem Rate
Carly Newcomen	Substitute w/college credits	\$100/day
Thomas Cruder	Substitute w/teacher cert	\$110/day
Annie Dreitser	Substitute w/college credits	\$100/day
Adam Garnys	Substitute w/teacher cert	\$110/day
Marian Sharkawy	Substitute w/college degree	\$105/day
Nancy Fakeh	Substitute w/college degree	\$105/day
Nina Scafani	Substitute w/college degree	\$105/day

9. 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 A20):

Substitute Nurse	Per Diem Rate
Irma Sepa-Cannavo	\$200/day
Laura Hermans	\$200/day

10. Appointment of Substitute Paraprofessional

Move to approve the appointment of the following additional substitute paraprofessional for the 2022-2023 school year (Agenda 8/23/2022 Section 13 A17):

Substitute Paraprofessional	Rate
Sapna Ullal	\$15/hr

11. Appointment of Substitute Secretaries

Move to approve the appointment of the following additional substitute secretaries for the 2022-2023 school year, pending criminal history clearance (Agenda 6/28/2022 Section 13 A21):

Substitute Secretary	Rate
Patricia Yelencsics	\$15/hr
Kellie Davideit	\$15/hr

12. Speech Externs

Move to approve the following Speech Externs from January 2, 2023 through June 20, 2023, pending criminal history clearance and substitute certification:

Extern	Assignment
Brianna Fortino	Moss School
Danielle Bove	Campbell School

13. Zone Staff

Move to approve paraprofessional Hope Serratelli to provide assistance at the Edgar Zone, for the 2022-2023 SY as needed, at a rate of \$24.65/hr.

14. Safety Care Trainer - Certificated Staff

Move to approve the following certificated staff to provide Safety Care training to district staff at the hourly rate as shown:

Name	Rate
Christina Dybas	\$48/hr

15. Safety Care Training - Staff

Move to approve the following staff to participate in Safety Care training, outside of the school day, not to exceed twelve hours at the following hourly rates, as follows:

Name	Rate
Nicole Benfatti	\$48/hr
Kathy Thomas	\$48/hr
Marilyn Levine	\$19.90/hr
Jennifer Lesniak	\$21.10/hr

16. Psychology Practicum

Move to approve Ghadeer Afifi to complete a School Psychology Practicum experience at Edgar and MHS, January 2023 through June 2023, pending criminal history clearance and substitute certification.

17. Resignation - Paraprofessional

Move to accept the resignation of Christina Ettore, Paraprofessional at Campbell School, effective January 6, 2023.

18. Appointment - Child Study Team Social Worker

Move to approve Anna Gonnello to provide substitute Child Study Team School Social Work services, at the professional rate of \$48/hr.

19. Clubs and Co-Curricular Activities – Addition

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

Metuchen High School		
Advisor	Club	2022-2023 stipend
Approve Kevin Smedley	Mock Trial	\$2,417.00

20. Volunteer Clubs

Move to approve the following additional Volunteer Clubs for the 2022-2023 school year as listed (Agenda 8/23/22, Section 13 A15):

Volunteer Club	Advisor	School
Jazz Club	John Messenger/John Flynn	EMS
Taylor Swift Club	Mark Mooney	MHS
Steppers Club	Christina Dybas	MHS

21. Coaching Mentor Assignment

Move to approve the following coaching mentor assignment for the 2022-2023 school year:

Coach	School	Mentor	Assignment	Payment
Jordan Leitner	MHS	Bob Ulmer	Football Coaching Mentor	\$550

Mr. Lifton motioned. Mr. Benderly seconded. Motion carried 7-0-0.

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. Nonpublic Security Aid

Move to approve the following nonpublic security 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	4384530	TRENDnet TI - PG541I - switch-6 ports -managed	\$390.99	\$390.99
Metuchen Christian Academy	CDW-G	1	3789138	TRENDnet 48DC300-power adapter 160 Watt	\$123.52	\$123.52
Metuchen Christian Academy	CDW-G	1	MISC	MH-B100-CCS-POE-MWB	\$1,945.50	\$1,945.50

Metuchen Christian Academy	CDW-G	1	MISC	MH-T200-CCC-POE-MWB	\$918.88	\$918.88
Metuchen Christian Academy	CDW-G	1	MISC	EH-MK-SM Mounting for small odus 16CM	\$173.78	\$173.78
Metuchen Christian Academy	CDW-G	1	MISC	Universal Antenna Mount	\$20.23	\$20.23
Metuchen Christian Academy	CDW-G	1	MISC	Installation & Engineering	\$7,425.00	\$7,425.00

2. Renewal - NJSBA Coop Agreement

Move to approve NJSBA K12 Classroom Products and Services - Contract #E-8801-NJSBA-ACES-CPS.

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	Requested	Approved	Payment	FFPI Proposal #
1/6/2023	1/19/2023	Middlesex Day of Dialogue	Rubin, Samantha	MHS	0	0	No cost	
1/11/2023	1/11/2023	Northern NJ ELA Supervisor Group Meeting	Manziano, Lou	Central Office	0	0	No cost	
1/18/2023	1/18/2023	Connecting Climate Change to Curriculum	Kato, Yoko	MHS	\$31.02	\$31.02	FFPI	23-085
2/20/2023	2/24/2023	South African National Workshop on Labour Management Partnership	Cohen, Richard	Central Office	\$427	\$427	Other	

4. Resolution to Accept High Offer of School Bus Sale

SO BE IT RESOLVED that, in accordance with with N.J.S.A. 40A:65-1, et.seq. and N.J.S.A. 18A:6-51, et.seq., the Metuchen Board of Education, via active Inter-Local Vehicle Sale Agreement with the HCESC accept the highest bid offer at a sealed-bid public bid opening which was held on December 20, 2022 at the Hunterdon County Education Services Commission Administration Office, located at 37 Hoffmans Crossing Road, Califon, New Jersey 07830 at 12:30 PM on the following vehicles:

Metuchen Board of Education Bus #2, a 2013 Ford/MicrobirdG5 Small DRW Wheelchair Lift Bus 20 passenger school bus (VIN 1FDFE4FL8DDA09379)

The winning bid was received from Toms River Regional School District in the amount of \$25,000.

BE IT FINALLY RESOLVED that, as per this agreement the Metuchen Board of Education agrees that the vehicle or title shall be released to the buyer “Toms River Regional School District” once the BOE receives the amount paid in full.

5. Duties of Business Administrator/Board Secretary

Move to approve the following duties/position of Michael A. Harvier, Business Administrator/Board Secretary through December 31, 2023:

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

6. ABA Services

Move to approve We Care Autism to provide the following ABA services at the following rates, as needed:

- ABA therapy - \$85/hr
- Speech therapy - \$150/hr
- BCBA services - \$150/hr

Mr. Suss motioned. Mr. Derflinger seconded. Motion carried 7-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The board hereby acknowledges receipt of the suspension report for December 12, 2022 - December 23, 2022.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- CES102422001
- EMS110122003
- CES112222001

Ms. Cook motioned. Mr. Glassberg seconded. Motion carried 7-0-0.

-----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

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Edgar	Storm King Art Center	Grades 9-12; This unique museum without walls is the largest outdoor sculptural art center for contemporary art in the U.S. and is one of the three largest in the world. Beyond its size and number of holdings, Smithsonian Magazine recognized Storm King as one of the most spectacular sculpture parks in the world	Margo Banner; Kelly Murphy; John Messenger; Christopher MCEwan	4/14/2023	40	\$0	4
MHS	Camp Wayne for Boys	Grades 9-12; Our annual marching band camp will be held at Camp Wayne for Boys in Preston Park, PA. Camp is an essential time for us to learn our music, drill and also bond as a unit. It is imperative for our continued success as a state championship marching band. Away camp provides the environment for us to be successful and also the time for the students to come together in both musical and team building activities. Away camp also eliminates the competition for field usage in which scheduling is very difficult during the summer. Band camp will be from August 16-20, 2023.	John Flynn	8/16/2023 - 08/20/2023	95	\$1,686 per bus per way (Grand Total \$6,744) plus cost of Ryder Truck	0

2. 2022 Curriculum Summer Writing

Move to rescind and approve the following curriculum writing documents, writers and amounts for Summer 2022(Agenda 6/14/2022, Section 13 D2):

Course	Written by	Amount
Health Grade 7	Rescind: Rick Carter	\$350
Health Grade 8	Rescind: Melanie Gilbert	\$350
Health Grade 7	Approve: John Butler	\$350
Health Grade 8	Approve: Kristen Gallo	\$350

3. ESSA (Every Student Succeeds Act) Grant Carryover 2022-2023

Move to approve the district's ESSA Grant Carryover:

Title	Amount	Description
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Title III	\$5,585	Immigrant Learners (English Language Learners)
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4. Foundational Skills Curriculum Mapping

Move to approve the following staff member to create Foundational Skills Curriculum Maps for up to 5 hours at the current contractual hourly rate of \$48 for the grade level indicated below:

Name	Grade	School
Michelle Bethe	3	Campbell

Mr. Derflinger motioned. Ms. Cook seconded. Motion carried 7-0-0.

-----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 2023.

Mr. Lifton motioned. Mr. Derflinger seconded. Motion carried 7-0-0.

b. NJSBA Code of Ethics

Move to approve the adoption of the NJSBA Code of Ethics for 2023.

Mr. Lifton motioned. Mr. Benderly seconded. Motion carried 7-0-0.

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

- None

22. Announcements

- No official announcements

23. Motion to Go Into Executive Session *(when applicable)*

Mr. Lifton motioned to go into executive session. Dr. Johnson Marcus seconded. All in favor.

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 _____ HIB _____ and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

24. Adjournment

Adjournment: 8:27pm