

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, FEBRUARY 7, 2023

**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 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	A	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

❖ EMS Play Preview

Edgar Middle School drama club will proudly present Honk Jr. on Feb. 24, 25, and 26 at Metuchen High School. Honk! celebrates the joy of being unique with jazzy songs and fantastic dance numbers- you've never seen the Ugly Duckling like this before! Tonight, Mickey LaTorre and Nell Massey will preview our show with a performance of "The Joys of Motherhood."

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

Ms. Kathleen Segelken of 12 Sharon Court, came up and spoke about curriculum.

7. Presentations

- ❖ Review of baseline data, maintenance and custodial, transportation - Mr. Harvier
- ❖ 2022 Start Strong Results Presentation By Rick Cohen, Neyda Evans, and Brian Stike

8. Reports

- ❖ President's Report - None
- ❖ Superintendent's Report - None
- ❖ Committee Reports

Mr. Derflinger gave a report on the Curriculum Committee.

Dr. Johnson-Marcus gave a report on the Equity Committee and a few announcements for the Human Relations Commission.

Mr. Lifton gave the Finance/Facilities Report.

Mr. Glassberg gave the Policy Committee report, the District Leadership Team Report and the Construction Committee report.

Ms. Killean gave the Extra-Curricular/Athletics Committee Report.

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

9. Old Business

10. New Business

11. Approval of Minutes of the Board of Education Meetings

January 17, 2023	Special Business Meeting (1)
January 17, 2023	Special Business Meeting (2)
January 17, 2023	Board Meeting

Mr. Lifton motioned. Mr. Glassberg seconded. Motion carried 6-0-2. Mr. Derflinger and Ms. Killean 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. Resignation - Gail Zelley

Move to accept the resignation of Gail Zelley, Paraprofessional at Campbell School, effective June 30, 2023.

2. Appointment - Paraprofessional

Move to approve the appointment of Andrea Romano, Paraprofessional at Campbell School, for the 2022-2023 school year, at a salary of \$22,626/year, prorated, effective February 8, 2023, pending criminal history clearance, through June 30, 2023.

3. Clubs and Co-Curricular Activities – Revision

Move to approve the following co-curricular stipend revision for the co-curricular activity for the 2022-2023 school year as listed (Agenda 1/3/23, Section 13 A19):

Metuchen High School		
Advisor	Club	2022-2023 stipend
Rescind Evan Robbins	Mock Trial	\$2,417.00 (Step 1)
Approve Evan Robbins	Mock Trial	\$2,791.00 (Step 3)

4. Medical Leave of Absence - Extension

Move to approve the extension of the medical leave of absence of Mark Cooper, Custodian at Campbell School, through approximately March 1, 2023 (Agenda 11/15/23, Section 13 A8).

5. Maternity/Child Care Leave of Absence Revision - Certificated Staff

Move to approve the extension of the maternity leave of absence of Amanda Marciante, School Nurse at Campbell School, effective approximately February 24, 2023 through June 30, 2023 (Agenda 09/27/2022, Section 13, A14).

6. Child Care Leave of Absence - Certificated Staff

Move to approve the child care leave of absence of Amanda Marciante, School Nurse at Campbell School, effective August 30, 2023 through approximately June 1, 2024.

7. Coaches - Revisions

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

Spring Coaches

Name	Assignment	Step	22-23 Stipend
Rescind: Joe Egri*	Girls Asst Track Coach	1	\$6,304
Approve: Joe DiMeglio	Girls Asst Track Coach	3	\$6,678
Approve: Ryan Corrigan*	Volunteer Baseball Coach	--	--

*represents adjunct coach

8. Volunteer Clubs

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

Volunteer Club	Advisor	School
Music Review/Analysis Club	Adam Levy	MHS

9. Medical Leave of Absence - School Secretary

Move to approve a medical leave of absence of JoAnn Rice, School Secretary at Edgar School, through approximately February 28, 2023.

10. Appointment of Substitute Paraprofessionals

Move to approve the appointment of the following additional substitute paraprofessionals for the 2022-2023 school year (Agenda 8/23/2022 Section 13 A16):

Substitute Paraprofessional	Rate
Francesca Ghezzeo	\$15/hour
Donna Todd	\$15/hour
Donna Corrigan	\$15/hour

11. 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
Rheanna Andersen	Substitute w/teacher cert	\$110/day
Andrew Hughes	Substitute w/college degree	\$105/day
Rebekah Aviles	Substitute w/college degree	\$105/day
Susan Englert	Substitute w/college degree	\$105/day
Ryan Toth	Substitute w/college degree	\$105/day
Irma Sepa-Cannavo	Substitute w/teacher cert	\$110/day
Noelle Motyka	Substitute w/college degree	\$105/day

12. Appointment - Leave Replacement

Move to approve the appointment of Stephanie Sandbeck, Leave Replacement for Megan Shapiro, first grade Campbell School Teacher, effective February 8, 2023 through June 30, 2023, at a rate of \$291.89/day, pending criminal history clearance (Agenda 7/12/22, Section 13 A8).

13. Appointment - Lunch Aide

Move to approve Sheri Kady as a school lunch aide for the 2022-2023 school year, at a rate of \$15/hour, effective February 8, 2023.

14. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Barbara Derer, Library Media Specialist at Campbell School, effective June 30, 2023.

15. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Eileen Kuchar, Special Education Teacher at Edgar School, effective June 30, 2023.

16. Appointment - Child Study Team Substitute

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

17. Resignation – Paraprofessional

Move to accept the resignation of Gina Stio, Paraprofessional at Edgar School, effective February 7, 2023.

Mr. Lifton motioned. Mr. Derflinger seconded. Motion carried 8-0-0.

Dr. Caputo wished Barbara Derer and Eileen Kuchar a happy and healthy retirement.

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. Tuition Aid

Move to approve extraordinary aid tuition related expenses to Y.A.L.E school for an additional \$32,106 for the 2022-2023 school year for student #2020610.

2. First Reading of Policies and Regulations

Move to approve the first readings of the following policies and regulations:

- ❖ P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (Abolish)
- ❖ P 1648.13 School Employee Vaccination Requirements (M) (Abolish)
- ❖ P 0161 Call, Adjournment, and Cancellation
- ❖ P 0162 Notice of Board Meetings
- ❖ P & R 2423 Bilingual and ESL Education (M)
- ❖ P 2425 Emergency Virtual or Remote Instruction Program (M)
- ❖ R 2425 Emergency Virtual or Remote Instruction Program (M) (New)
- ❖ P 5512 Harassment, Intimidation, or Bullying (M)
- ❖ P 6630 Athletic Fund
- ❖ P 8140 Student Enrollments (M)
- ❖ R 8140 Enrollment Accounting (M)
- ❖ P & R 8330 Student Records (M)
- ❖ R 8420.2 Bomb Threats (M)
- ❖ R 8420.7 Lockdown Procedures (M)
- ❖ R 8420.10 Active Shooter (M)

3. Rate Change - Provider of Psychiatric Assessments/ Evaluations

Move to approve the rate change for Dr. Steven Dyckman for Psychiatric evaluations from a rate of \$1,000 per evaluation to \$1,200 per evaluation, effective February 1, 2023 (Agenda 06/28/2022, Section 13 B28).

4. Clinical Student Observation

Move to approve Michael Small to complete clinical student observation hours at Campbell School with corresponding leave of approximately 12 days without pay between February and June 2023.

5. OOD Transportation Agreement

Move to approve agreement for student #20281109.

6. Tuition

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Move to approve student #20281109 to attend Collier School, effective February 8, 2023, at the daily rate of \$346, with a pro-rated annual tuition of \$62,280.

7. 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 February 7, 2024 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.

8. 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 #
2/13/2023	2/14/2023	5th Grade NJSLA- S Science Assessment Item Review Committee	Nolde, Jonathan	Campbell	0	No cost	
2/22/2023	2/22/2023	Managing Stress and Anxiety in Schools and Classrooms	Meyer, Lori	Edgar	125	FFPI	23-100
3/1/2023	3/1/2023	Resilience: Getting Through Stressful Times	Nalepa, Lindsay	MHS	0	No cost	
3/17/2023	3/17/2023	AMTNJ Annual Spring Conference	Vorensky, Sandra	Edgar	0	No cost	
3/24/2023	3/24/2023	Oppositional, Defiant & Disruptive Children and Adolescents: Non-medication Approaches to the Most Challenging Behaviors	Dybas, Christina	MHS	119.99	FFPI	23-101
3/24/2023	3/25/2023	Orton Gillingham Academy Annual Conference	Pasquale, Jennifer	Campbell	800	FFPI	23-104
3/24/2023	3/25/2023	Orton-Gillingham Academy Annual Conference	Omark, Lindsey	Campbell	1000	FFPI	23-105
4/13/2023	4/16/2023	2023 Eastern Division Conference April 13-16	Krombholz, Stefeny	MHS	754.22	FFPI	23-102
4/19/2023	4/19/2023	Best, Powerful CO-TEACHING STRATEGIES to Strengthen Student	Evans, Candace	Campbell	279	FFPI	23-103

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		Success					
4/20/2023	4/20/2023	NJ Department of Education - School Behavioral Threat Assessment & Management (BTAM) Training	Azevedo, Suzy	Edgar	0	No cost	
3/19/2023	3/22/2023	NJ Schools Building & Grounds Assoc. Annual Expo/Conference	Colegrove, Darren	CO	Not to exceed \$899.00	other	
3/19/2023	3/22/2023	NJ Schools Building & Grounds Assoc. Annual Expo/Conference	Shanley, Brian	CO	Not to exceed \$319.00	other	

Mr. Suss motioned. Dr. Johnson-Marcus 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 January 16, 2023 - February 3, 2023.

2. District Calendar

Move to approve the district calendar for the 2023-2024 school year.

Mr. Glassberg motioned. Dr. Spigner seconded. Motion carried 8-0-0.

-----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.
MHS	Campbell	Grade 12; As part of the Safety Ambassador Program, MHS Seniors will deliver safety lessons to 1st graders.	Karin Flores	3/9/2023	8	1 bus; \$40	1 sub

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MHS	Campbell	Grade 12; As part of the Safety Ambassador Program, MHS Seniors will deliver safety lessons to 1st graders.	Danielle Cermak	3/22/2023	8	1 bus; \$40	1 sub
MHS	Campbell	Grade 12; As part of the Safety Ambassador Program, MHS Seniors will deliver safety lessons to 1st graders.	Sarah Karger	4/14/2023	8	1 bus; \$40	1 sub
MHS	Campbell	Grade 12; As part of the Safety Ambassador Program, MHS Seniors will deliver safety lessons to 1st graders.	Danielle Cermak	4/26/2023	8	1 bus; \$40	1 sub
CES	State Theatre	3rd Grade; Curriculum connections: dance, physical education, science, music, theater arts, visual art View a performance that blends modern and traditional dance with gymnastics, acrobatics, and aerial stunts. Explore the ways we are affected emotionally, physically, and socially by the spaces we inhabit. Understand the creative process.	Danielle Rubinowitsch, Michelle Bethe, Franchesca Hunt, Scott Delaney, Francine Galassa, Samantha Pauls, Kara Wong, Jaclyn Salit, Sarah Anderson, Kathleen Zaleck	4/13/2023	165	\$0	1 sub
CES	Turtle Back Zoo	2nd Grade; This trip will help us address NJ Learning Standard 2-LS-4.1 "make observations of plants and animals to compare the diversity of life in different habitats."	Melissa Savarese, Erin Santasieri, Robert Strauss, Christina Spring, Jenn Doherty, Lisa Levin, Alyssa Polesky, Jennifer Spak, Vincent Signorile, Kevin LoPrseti	4/21/2023	187	\$0	No subs

2. Curriculum Documents

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

Life Skills Curriculum
Python
Web Programming

3. ESL Practicum

Move to approve Dana Galassa to complete a ESL Practicum experience at Moss and MHS, January 2023 through June 2023, pending criminal history clearance and sub cert:

Name	Teacher	School
Dana Galassa	Janelle Fisher	Moss
	Ellen Park	MHS

4. Appointment - Spring 2023 and Fall 2023 Student Teacher

Move to approve the following student teacher for Spring 2023 and Fall 2023 in our schools:

Name	School	Teacher
Jeanine Cincotta, Kean University	Campbell	Sofia Lopes

Mr. Derflinger motioned. Dr. Spigner seconded. Motion carried 8-0-0.

-----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

Mr. Lifton motioned to adjourn. Mr. Benderly seconded. All in favor.

Adjournment at 9:23 pm.