

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, APRIL 11, 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	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**

❖ EMS 8th Grade Band

The 8th Grade Band is proud to present music they are working on for their Spring Concert. Students in the Band participate in school wide events that include Winter & Spring Concerts, Holiday Carols, the Edgar Pep Rally, and Edgar's 8th Grade Promotion. Tonight, they will be performing "Try Everything" from the movie Zootopia.

**6. Meeting Open to the Public** *(for any topic)* - None

**7. Presentations**

- ❖ Mental Health Initiative Presentation - Dr. Tania Herzog gave the presentation on the Mental Health Initiative and the Board made comments and asked questions.

**8. Reports**

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

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- ❖ Committee Reports - None
- ❖ Student Board Member Report - Mr. Solasky gave a report.

**9. Old Business**

None

**10. New Business**

Mr. Suss mentioned Ms. Cook's birthday.

**11. Approval of Minutes of the Board of Education Meetings**

March 28, 2023	Special Business Meeting (1)
March 28, 2023	Special Business Meeting (2)
March 28, 2023	Board Meeting

Mr. Lifton motioned. Mr. Glassberg seconded. Motion carried 7-0-2. Ms. Killean and Ms. Cook abstained.

**12. Meeting Open to the Public** *(for any topic)* - None

**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 - Certificated Staff**

Move to accept the resignation of Magy Naguib, Kindergarten Teacher at Moss School, effective June 30, 2023.

**2. Resignation - Certificated Staff**

Move to approve the resignation of Gina Kustelski, Art Teacher at Campbell School, effective May 19, 2023.

**3. Appointment of Substitute Teacher**

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

<b>Substitute</b>	<b>Certification</b>	<b>Per Diem Rate</b>
Shannon Desch	Substitute w/teacher cert	\$110/day

**4. Appointment of Substitute Paraprofessional**

Move to approve the appointment of the following additional substitute paraprofessional for the 2022-2023 school year (Agenda 6/28/2022 Section 13 A17):

Substitute Paraprofessional	Rate
Gina Kish	\$15/hour

**5. Retirement - School Secretary**

Move to accept, with regret, the retirement of Jo-Ann Rice, School Secretary at Edgar School, effective July 1, 2023.

**6. Family Leave of Absence - Certificated Staff**

Move to approve the Intermittent Family Leave of Absence of Stacy Winters, Math Teacher at Metuchen High School, effective April 11, 2023 through approximately April 26, 2023.

**7. Edgar School Coaches - Revision**

Move to rescind and approve the following Edgar Middle School Coach for the 2022-2023 school year (Agenda 06/08/2023, Section 13 A27):

Name	Assignment	2022-2023 Stipend
<b>Rescind:</b> John Butler	Baseball Coach	\$3556.00
<b>Approve:</b> John Butler	Volunteer Baseball Coach	\$0

Mr. Lifton motioned. Mr. Derflinger seconded. Motion carried 9-0-0.  
Dr. Caputo wished Ms. Rice a happy and healthy retirement.

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

**B. FINANCE**

**Motion/Second/Comments/Roll Call**

**1. SEMI Action Plan**

Move to approve the Special Education Medicaid Initiative (SEMI) Action Plan.

**2. Home Instruction Services**

Move to approve the home instruction services of Penn Medicine Princeton Medical Center, Princeton Healthcare System, for the 2022-2023 school year at a rate of \$65/hr.

**3. 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
St. Francis Cathedral School	Dell	5	492-BCNW	Dell Slim Power Adapter-65 Watt Type C with 1 Meter	\$32.09	\$160.45

				Power Cord		
St. Francis Cathedral School	Dell	15	AB543620	Google Chrome EDU Perpetual License	\$32.07	\$481.05
St. Francis Cathedral School	Dell	15	210-BCGK	Chromebook 11 3110	\$362.68	\$5,440.20
St. Francis Cathedral School	Dell	1	451-BCEV	Dell USB-C Laptop 65Wh-PW7018LC	\$86.41	\$86.41
St. Francis Cathedral School	Dell	1	A7945593	C2G USB A to Lightning Cable-Charging Cable-Lightning cable 3.3ft	\$21.73	\$21.73

**4. 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 #
4/26/2023	4/26/2023	Knock Out Opioid Abuse Town Hall	Youngman, Julie	MHS	0	No cost	
4/26/2023	4/26/2023	Opioid Conference	Zaneto, Nicholas	MHS	0	No cost	
4/27/2023	4/27/2023	Autism Connections	Thomas, Kathy	Edgar	\$125	FFPI	23-131

**5. Resolution**

**BE IT RESOLVED**, by the Metuchen Board of Education to approve the submission of the following projects to the New Jersey Department of Education, for review and Department approval of a “school facilities project” with Rod Grant state funding and amendment of the long-range facilities plan to be consistent with the projects.

- Exterior Window Upgrades at Moss Elementary School
- Exterior Window Upgrades at Campbell Elementary School
- Exterior Window Upgrades at Edgar Middle School
- Roofing Replacement at Moss Elementary School
- Roofing Replacement at Campbell Elementary School
- Roofing Replacement at Edgar Middle School
- Replace Rooftop HVAC Units at Campbell Elementary School
- Replace Rooftop HVAC Units at Edgar Middle School
- Replace Rooftop HVAC Units Metuchen High School

Further, the Board authorizes Spiegle Architectural Group Inc, to make the submission to the Department of Education on behalf of the district.

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

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

**C. POLICY**

**Motion/Second/Comments/Roll Call-**

**1. Suspension Report**

The Board hereby acknowledges receipt of the suspension report summary for March 27, 2023 - April 7, 2023.

**2. Harassment, Intimidation and Bullying**

Move to affirm the findings of the previously reported cases:

- EMS031623001
- EMS032423001

Ms. Cook motioned. Mr. Glassberg seconded. Motion carried 9-0-0 for item 1. Motion carried 8-0-1 for item 2. Ms. Killean abstained.

-----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	The Rac Rutgers University	Grades 9-12; Opioid Addiction prevention	Vince Caputo, Mike Harvier, Julie Youngman, Nick Zaneto, Samantha Rubin	4/26/ 2023	18	\$150.00	2 subs

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Moss	What's the Scoop	Grade K; Community base instruction to What's The Scoop to generalize social/emotional/behavioral goals, engaging socially with peers, awareness in the community, and communication goals 0.1.1 Express individually by making independent decisions about which materials to use. Say "thank you," "please" and "excuse me" 0.5.4 Take turns 2.3.2 Develop an awareness of warning symbols and their meaning	Katie McKenna, Farhana Khan, Margie Clark, Tina Huber, Alicia Haller, Carmela Fogarile, Emily Peluso, Karen Calantoni, Lori Anne DiSerio	4/28/2023	8	0	No subs needed
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Mr. Derflinger motioned. Dr. Johnson-Marcus seconded. Motion carried 9-0-0.

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

- 14. **Meeting Open to Public** (*for any topic*) - None
- 15. **Announcements** - Ms. Cook gave announcements.
- 16. **Motion to Go Into Executive Session** (*when applicable*)

Mr. Lifton motioned. Mr. Suss seconded. All in favor of adjourning the public meeting and going into Executive Session.

*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.

**17. Adjournment**

Public Meeting adjourned at 8:54 pm.