

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, AUGUST 8, 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	A	Ms. Killean	A
Ms. Cook	P	Mr. Lifton	P
Mr. Derflinger	P	Dr. Spigner	P
Mr. Glassberg	A	Mr. Suss	P
Dr. Johnson-Marcus	P		

5. Showcase of Success

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

7. Presentations

8. Reports

- ❖ President's Report -None
- ❖ Superintendent's Report -Dr. Caputo gave a report.
- ❖ Committee Reports

Mr. Derflinger gave the Curriculum Committee report.

Mr. Lifton updated everyone on the next Construction Committee meeting.

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

July 18, 2023	Special Business Meeting (1)
July 18, 2023	Special Business Meeting (2)
July 18, 2023	Board Meeting

Mr. Lifton motioned. Mr. Derflinger seconded. Motion carried 5-0-1. 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. Appointment - ESY Bus Aide

Move to approve Marilyn Levine, as a bus aide for Extended School Year, at her hourly rate of: \$20.64/hr, not to exceed 36 hours.

2. Appointment - ESY Bus Aide

Move to approve Jessica Kovacs, as a bus aide for Extended School Year, at the teacher hourly rate of \$24.44/hr, not to exceed 36 hours.

3. Appointment - ESY Bus Aide

Move to approve Colleen Hines, as a bus aide for Extended School Year, at her hourly rate of: \$21.84/hr, not to exceed 24 hours.

4. Speech Language Pathology Externship

Move to approve Sarah Weiner for a Speech Language Pathology Externship placement at Campbell School for the Fall 2023 through Kean University's program.

5. Clinical Fieldwork Observation

Move approve Jessica Kovacs to conduct clinical fieldwork observation hours at Moss and Campbell.

6. Safety Care Training - Certificated Staff

Move to approve the following certified staff to participate in Safety Care Training at the the rate of \$49/hr, not to exceed 12 hours each:

Jennifer Pasquale	Beth McLaughlin	Lauren Campbell	Lisa Chango
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7. Safety Care Training - Non-Certificated Staff

Move to approve the following non-certificated staff to participate in Safety Care training for up to twelve hours at their hourly rate as follows:

Name	Rate
Emily Almeida	\$20.34
MaryJo Paulmenn	\$22.49
Dee Parker	\$20.64
Saadia Rizwan	\$20.64
Rose DiLeonardo	\$20.34

8. Appointment - Lunch Aides

Move to approve the following lunch aides in the Metuchen Public Schools for the 2023-2024 school year, effective September 5, 2023, pending criminal history clearance*:

Name	Rate
Ana Ayala	\$15/hour
Nancy Chin	\$15/hour
Leenam Dalal	\$15/hour
Joan DiFino	\$15/hour
Erin Gawronski	\$15/hour
Sheri Kady	\$15/hour
Donato Minutillo	\$15/hour
Carol Spears	\$15/hour
Jeffrey Salzer	\$15/hour
Cheryl Weisberg	\$15/hour
Debra Knight	\$15/hour

9. Instructional and Non-Instructional Stipends

Move to approve the following Instructional and Non-Instructional Stipends for the 2023-2024 school year as listed on the attached chart.

10. Appointment - Event Staff

Move to approve the following Event Staff for the 2023-2024 school year, at the rate of \$55 per event:

Beth Abbott	Drew Bandola	Alexa Baird	Dawn Valovcin
Margo Banner	Richard Cundari	Christina Dybas	Karen Van de Castle
Jessica Gesumaria	Yoko Kato	William Latta	Anais Ortega
Mark Mooney	Chad Murray	Susan Paredes	Lindsay Nalepa
Samantha Rubin	Amanda Shorr	Michael Warnock	Ryan Clapp
Marilyn Levine	Maureen Azzara	Kathy Mallory	Karin Flores
Joe Keagle	Kathy Keers-Nolde	Mike Knoth	Carolyn Taylor
Jim Thomas	Panos Tzetzos	Bob Ulmer	Mike Molfetto
Nickolas Vosinas	Julie Youngman	Nicholas Zaneto	

11. Appointment- Cash Box

Move to approve Kathy Mallory and Maureen Azzara for the 2023-2024 school year to handle the Cash Box at athletic events, at the following rates:

Position	MHS Football Games (per game)	MHS Basketball Games (per game)
Cash Box	\$ 78	\$ 67

12. Informal Mentor Teachers

Move to approve the following staff to serve as an informal mentor for the 2023-2024 school year, effective August 30, 2023, to be paid at a rate of \$49/hour, not to exceed six hours:

New Teacher	School	Mentor
Emily Caponigro	MHS	Chad Murray
Jessica Gesumaria	MHS	Alexa Baird
Kevin Smedley	MHS	Bonnie Stanski
Jennifer Stranz	MHS	Jonathan Stevens
Drew Bandola	MHS & EMS	Michelle Huff
Andrew Southern	EMS	Rachel Divanno
Alexis Wolford	EMS	Lauren Thompson
Jillieanna Peguero	EMS	Michele Brinkerhoff
Alicia Haller	EMS	Beth McLaughlin
Adrianna Reyes	CES	Kristina Bormann
Brianna Fortino	Moss	Emily Donlin

13. Formal Mentor Teachers

Move to approve the following formal mentor teachers to work with the following mentee teachers for the 2023 – 2024 school year:

New Teacher/Leave Replacement	School	Mentor	Payment Traditional Route \$550.00 Alternate Route \$1,000.00
Lauren Kim	MHS	Adam Levy	\$550
Julia Vaughn	EMS	Ken Smith	\$550
Nicolette Jomo	EMS	Rick Carter	\$550
Amanda Rossmeissl	CES	Jonathan Nolde	\$550
Rebecca Klein	CES	Charmane Montgomery	\$1000
Shannon MacMenamie	Moss	Katie Upshaw	\$550
Jessica Kovacs	Moss	Kelsee Young	\$1000

14. Revision - ESY 1:1 Nurse

Move to approve Laura Hermans as 1:1 Nurse for the 2023 ESY for up to 50 hours, at a rate of \$46.76 per hour, not to exceed \$2,338 (Agenda 06/27/2023, Section 13, A15).

15. Appointment - Supervisor

Move to approve the appointment of Kate Lemerich, Supervisor for the Metuchen School District, for the 2023-2024 school year, at a salary of \$125,000/year, prorated, effective approximately August 28, 2023 through June 30, 2024.

16. Appointment - Certificated Staff

Move to approve the appointment of Nicolette Jomo, PE/Health Teacher at Edgar Middle School, for the 2023-2024 school year, at a salary of \$55,775/year, Step 1A, effective August 30, 2023 through June 30, 2024.

17. Appointment - Paraprofessional

Move to approve the appointment of Janine Haulenbeek, Paraprofessional at Edgar Middle School, for the 2023-2024 school year, at a salary of \$23,127/year, effective August 30, 2023 through June 30, 2024.

18. Resignation - Paraprofessional

Move to accept the resignation of Carmela Fogarile, Paraprofessional at Moss School, effective June 30, 2023.

19. Salary Adjustment - Principals/Assistant Principals

Move to approve the salary adjustment of the following Principals/Assistant Principals for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024 at the annual salaries as follows (Agenda 06/13/2023, Section 13, A15, and Agenda 5/9/2023, Section 13, A3):

Name	Position	Salary
Edward Porowski	MHS Principal	\$169,484
Brian Stike	MHS Assistant Principal	\$135,800
Vincent Costanza	CES Principal	\$145,128
Brooke Kirschner	CES Assistant Principal	\$140,113
Suzy Azevedo	EMS Principal	\$146,950
Neyda Evans	EMS Assistant Principal	\$136,070

20. Salary Adjustment – Supervisors

Move to approve the salary adjustment of the following supervisors for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024 at the annual salaries as follows: (Agenda 06/13/2023, Section 13, A16, and Agenda 5/9/2023, Section 13, A3):

Name	Position	Salary
John Cathcart	Supervisor	\$167,320
Kathleen Henn	Supervisor	\$136,242
Ashley Jaye	Supervisor	\$123,790
Louis Manziano	Supervisor	\$118,396
Natalie Dougherty	Supervisor	\$128,989
Ilana Kurtin	Supervisor	\$121,986
Deneane Bonassisa	Supervisor	\$123,600

21. Salary Adjustment – Custodial Staff

Move to approve the salary adjustment of the following custodial staff for the 2023- 2024 school year effective July 1, 2023 through June 30, 2024 at the annual salary as follows (Agenda 07/18/2023, Section 13, A13):

Name	Salary
Butler, Paula (Head Day Custodian)	\$76,429

22. Appointment - Paraprofessional

Move to approve the appointment of Rose DiLeonardo, Paraprofessional at Campbell School, for the 2023-2024 school year, at a salary of \$23,127/year, effective August 30, 2023 through June 30, 2024.

23. Stipend

Move to approve the stipend of \$908 for the 2023-2024 school year for Angelica Tafoya, Custodian, as a result of having her Black Seal Boiler Operator's License, effective July 01, 2023.

24. 2023 New Teacher Academy Workshop

Move to approve Evan Robbins as a Presenter for New Teacher Academy workshop at Edgar Middle School, at a rate of \$49/hour, not to exceed 1 hour.

Mr. Lifton motioned, announcing a correction on two items. Ms. Cook seconded. Motion carried 6-0-0.

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. IDEA Grant for 2023-2024

Move to approve the IDEA grant allocation for the 2023-2024 school year and the use of IDEA grant allocations towards special education needs:

IDEA and IDEA Grant Allocation

	IDEA 2023-2024
Basic allocation	\$704,706
Preschool allocation total	\$20,516
Total allocation	\$725,222

2. IDEA Grand Allocation for Salary

Move to approve Moss Paraprofessional Annie Kim's salary of \$24,613 to be partially funded by the IDEA grant, up to the amount of \$18,516.

3. FDU Orton Gillingham

Move to approve Lindsey Omark and Jennifer Pasquale to coordinate the FDU Orton Gillingham student practicum, funded by the IDEA grant, at a rate of \$49/hour, not to exceed \$4,800.

4. Stipend - Unified Club Advisor

Move to approve Beth Abbott and Michele Huff as Unified Club Advisors, for a stipend of \$1,168, funded by the IDEA grant.

5. 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 #
7/26/2023	7/26/2023	Simple View of Writing	Harley, Melissa	Edgar	\$200	FFPI	24-014

6. Transportation Agreement

Move to approve transportation agreement for student #2020004.

Mr. Suss motioned. Dr. Soigner seconded. Motion carried 6-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

Nothing at this time.

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

Nothing at this time.

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

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

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. Lifton motioned to Adjourn. Ms. Cook seconded. All in Favor.

Adjournment at 8:21pm