

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

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

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

**Tuesday, January 2, 2024
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, 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 7, 2023.

5. Roll Call

Mr. Bhatt	P	Dr. Johnson-Marcus	P
Ms. Cook	P	Ms. Killean	P
Mr. Derflinger	P	Mr. Lifton	P
Ms. Dimbeng	A	Dr. Spigner	P
Mr. Glassberg	P	Mr. Suss	P

6. Announcement of Election Results

Candidates in Ballot Order	Total Votes
Brian Glassberg	2,490
Hazel-Anne Johnson-Marcus	2,477
Suneet Kiran Bhatt	2,391

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

Mr. Harvier asked for nominations for Board President. Mr. Derflinger nominated Jonathan Lifton. Mr. Glassberg seconded.

Votes For Board President

Board Member	Vote	Board Member	Vote
Mr. Bhatt	Yes	Ms. Killean	Yes
Ms. Cook	Yes	Mr. Lifton	Yes
Mr. Derflinger	Yes	Dr. Spigner	Yes
Mr. Glassberg	Yes	Mr. Suss	Absent due to being late
Dr. Johnson-Marcus	Yes		

8. Newly Re-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. Mr. Glassberg nominated Dr. Johnson-Marcus. Mr. Derflinger seconded.

Votes for Board Vice President

Board Member	Vote	Board Member	Vote
Mr. Bhatt	Yes	Ms. Killean	Yes
Ms. Cook	Yes	Mr. Lifton	Yes
Mr. Derflinger	Yes	Dr. Spigner	Yes
Mr. Glassberg	Yes	Mr. Suss	Absent due to being late
Dr. Johnson-Marcus	Yes		

10. Meeting Open to the Public on all Previous Items - None

11. Presentation/Discussions

- ❖ Safe Return/Road Forward Plan Update - Dr. Caputo gave his presentation.
- ❖ Open to Public for Comments on Safe Return Plan/Road Forward - No comments or questions

12. Remarks by President - None

13. Report of Superintendent - None

14. Committee Reports - None

15. Old Business - None

16. New Business - None

17. Meeting Open to the Public - None

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

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

Move to approve the minutes of the following meetings:

December 19, 2023	Special Business Meeting (1)
December 19, 2023	Special Business Meeting (2)
December 19, 2023	Board Meeting

Mr. Lifton motioned. Mr. Glassberg seconded. Motion carried 6-0-3. Mr. Bhatt, Mr. Derflinger and Ms. Killean abstained.

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. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Katie Upshaw, Preschool Self-Contained Teacher at Moss School, effective approximately May 20, 2024 through approximately December 1, 2024.

2. Resignation - Lunch Aide

Move to accept the resignation of Jeffrey Salzer, Edgar Middle School lunch aide, effective December 19, 2023.

3. Appointment - Supervisor

Move to approve the appointment of Patricia Lewis, Supervisor of Special Education for Metuchen School District, for the 2023-2024 school year, at a salary of \$117,400/year, prorated, effective when her replacement is hired through June 30, 2024.

4. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Jaclyn Salit, Third Grade Teacher at Campbell School, effective approximately January 16, 2024 through approximately February 7, 2024.

5. Resignation - Certificated Staff

Move to accept the resignation of Joelle Williams, Moss School Self-contained Kindergarten teacher, effective February 16, 2024, or earlier if a replacement is hired.

6. Appointment - Additional Event Staff

Move to approve the following additional Event Staff for the 2023-2024 school year (Agenda 8/8/23, Section 13 A10):

John Butler
Laurie Toth

7. Coaches - Revision Metuchen High School

Move to rescind and approve the following Metuchen High School Coaches for the winter 2023-2024 school sports season (Agenda 7/18/2023, Section 13, A7):

Coach	Assignment	Stipend
Rescind: Michael Spark	Winter Assistant Track Coach (.5) (Step 3)	\$3,406.00
Approve: Jordan Leitner	Winter Assistant Track Coach (.5) (Step 1)	\$3,215.00

8. Safety Care Training - Non-Certificated Staff

Move to approve the following non-certificated staff to attend Safety Care Training at their hourly rate, not to exceed 12 hours.

Victoria Dunyak

9. Leave of Absence Extension - Certificated Staff

Move to approve the leave of absence extension of Andrea Agnone, Special Education Teacher at Edgar School, effective December 22, 2023 through January 12, 2024 (Agenda 12/19/2023, Section 13, A21).

10. Leave of Absence Extension - Certificated Staff

Move to approve the leave of absence extension of Deanna Kindler, First Grade Teacher at Campbell School, effective December 22, 2023 through approximately January 19, 2024 (Agenda 12/19/2023, Section 13, A13).

11. Resignation - Paraprofessional

Move to accept the resignation of Kajal Desai, Moss School paraprofessional, effective January 5, 2024.

Mr. Lifton motioned. Ms. Cook seconded. Motion carried 8-0-1. Mr. Bhatt abstained.

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. Renewal - NJSBA Coop Agreement

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

2. 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 #
1/1/2024	2/10/2024	The Winter Summit 2024	Spring, Christina	Campbell	\$35	FFPI	24-089	1/1/2024
1/16/2024	1/16/2024	Adapting OpenSciEd Units to Address the	Lemerich, Kathryn	Central Office	0	No cost		1/16/2024

		Climate Change NJCLS						
1/30/2024	1/30/2024	Writing in Science Grades k-12: how to incorporate ELA k-12 common core writing standards in k-12 science NGSS standards (rescheduled from 11/28)	Robbins, Melissa	Edgar	\$95	FFPI	24-075	1/30/2024
1/24/2024	1/26/2024	New Jersey Association of School Administrators Techspo '24	Lemerich, Kathryn	Central Office	\$542	Other		1/24/2024
2/13/2024	2/13/2024	Beyond Bias: Unconscious Bias	Korellis, Lauren	MHS	0	No cost		2/13/2024
2/21/2024	2/21/2024	Transforming your Classroom/School with AI	Wang, Jingjing	MHS	\$125	FFPI	24-085	2/21/2024
2/28/2024	2/28/2024	AI and ChatGPT for all Educators	Meyer, Lori	Edgar	\$115	FFPI	24-088	2/28/2024
2/29/2024	3/1/2024	ASAP-NJ 37th Annual Conference	Rubin, Samantha	MHS	0	No cost		2/29/2024
3/14/2024	3/14/2024	2024 NJCTE Spring Conference	Baird, Alexa	MHS	\$126	FFPI	24-086	3/14/2024
3/14/2024	3/14/2024	NJCTE + Drew Writing Project 2024 Spring Conference	Vosinas, Nickolas	MHS	\$126	FFPI	24-087	3/14/2024

3. Duties of Business Administrator/Board Secretary

Move to approve the following duties/position of Michael A. Harvier, Business Administrator/Board Secretary through December 31, 2024:

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

4. Behavioral Technician Services - Revision

Move to approve First Children Services to provide RBT services, at a rate of \$63.50/hour not to exceed \$60,000 (Agenda 06/27/2023, Section 13, A28).

Mr. Suss motioned. Mr. Derflinger seconded. Motion carried 8-0-1. Mr. Bhatt abstained.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The board hereby acknowledges receipt of the suspension report for December 18, 2023 - December 22, 2023.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- EMS121223001
- EMS121323001
- EMS121323002
- EMS121423001
- EMS121523001

Ms. Cook motioned. Mr. Glassberg seconded. Motion carried 8-0-1. Mr. Bhatt 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
Moss	Metuchen Public Library	Grade K: Students will engage in Community Based Instruction at the Metuchen Public Library to generalize communication, social, and literacy goals outside the classroom and practice engaging within the community. Preschool Standard 0.1.P.A.3. Actively engage in activities and interactions with teachers and peers Preschool Standard 0.2.P.A.4. Attend to task for a period of time Preschool Standard 9.2.3. Use multiple means of communication to creatively express thoughts, ideas, and feelings	Kelsee Young, Lori-Anne DiSerio, Gayathri Karthik, Annie Kim, Deb stolz, Dana Donatelli, Karen Calantoni	1/30/2024	9	\$40	no subs needed
MHS	Woodbridge Community Center	Grade 11-12; Students will engage in Spring Sports Sportsmanship Summit	Julie Youngman, Michelle Huff	3/21/2024	16	\$100	2 subs needed
CES	Turtle Back Zoo	Grade 2: This trip will help us address NJ Learning Standards 2-LS4-1 "Make observations of plants and	Melissa Savarese, Erin Santasieri,	4/26/2024	174	0	no subs needed

		animals to compare the diversity of life in different habitats"	Jennifer Spak, Cristina Spring, Jennifer Doherty, Rob Strauss, Lisa Levin, Alyssa Polesky, Brian Jeney, Samantha Murphy				
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2. Student Observers

Move to approve Jackeline Lopez for a Student Observation in our schools for the Spring 2024 through Rutgers University:

Teacher	Placement	Schools
Emily Bianchi	Speech/Language Therapist	Campbell Elementary School Edgar Middle School

3. Practicum Experience

Move to approve Cal Harkness to complete a Practicum experience as an Intern in our schools for the Spring 2024 through Montclair University:

Teacher	Placement	School
Leigh Hanbridge	School Counselor	Metuchen High School

Mr. Derflinger motioned. Dr. Johnson-Marcus seconded. Motion carried 8-0-1. Mr. Bhatt abstained.

-----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 2024.

Mr. Lifton motioned. Dr. Johnson-Marcus seconded. Motion carried 9-0-0.

b. NJSBA Code of Ethics

Move to approve the adoption of the NJSBA Code of Ethics for 2024.

21. Meeting Open to the Public *(for anything you wish to discuss)* - None

22. Announcements - Ms. Cook made announcements.

23. 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.

24. Adjournment

Mr. Lifton motioned to adjourn. Dr. Johnson-Marcus seconded. All in favor.

Adjournment 8:20 pm