

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BOARD MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

**Tuesday, March 13, 2018
8:00 PM**

1. Flag Salute

2. 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 Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

3. Roll Call

Mr. Benderly	P	Mr. Manley	P
Mr. Glassberg	P	Ms. McGuire	P
Ms. Killean	P	Mr. Small	P
Mr. Lifton	P	Mr. Suss	P
Ms. Lunt	P		

4. Presentation/Discussion Items

• **Showcase of Success**

- ❖ The MHS Footlighters will present a preview of their annual spring musical, "Crazy for You" under the direction of Shawn Doremus, and musical direction by Stefeny Stofa-Krombholz

- ❖ Edgar Middle School 2018 Science Fair Winners:
 - 5th Grade:** Daniel Afkhami – Thermal Conductivity
 - 6th Grade:** Mary McGrath & Annabelle Fedun
The Great Ice Melt Race
 - 7th Grade:** Janu Dreher- Effects of Magnetism on a Gyroscope
 - 8th Grade:** Veronica Lijeron & Amrita Sutradhar
The Science of Chocolate

- ❖ Recognize Governor’s Educators of the Year 2017-2018:

Moss: Sivan Baumgartner, Teacher
Allison Sullivan, Paraprofessional
Campbell: Kelli Holleran, Teacher
Meghan Jeney, RTI
Edgar: Karen Logan, Teacher
Mary Jo Paulmenn, Paraprofessional
MHS: Steve Cichetti, Teacher
William Latta, Paraprofessional

- **Presentation**

- ❖ Mr. Harvier and Mr. Peragallo reviewed the athletics budget

5. Report of the President of the Board of Education

Mr. Benderly attended the Teacher Collaboration Initiative at Rutgers University along with other members of the Metuchen staff.

6. Report of the Superintendent of Schools

The press release from the Teacher Collaboration Initiative is posted on the district website.

7. Report of the Business Administrator/Board Secretary

There is a resolution on the agenda asking the board to approve asking the state to calculate enrollment based on the total increase of enrollment.

8. Committee Reports

The technology, policy, curriculum and athletics committees have not met since the last board meeting. Finance report given by Mr. Small.

Ms. Lunt attended the Metuchen Municipal Alliance meeting and Mr. Small attended the Metuchen Human Relations Commission meeting.

9. New Business

Discussion was held about MeTV streaming the board meeting. MeTV equipment needs to be updated to complete this process. It would cost approximately \$10,000 from the BOE and approximately \$10,000 from the borough.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

February 27, 2018	Special Business Meeting (1)
February 27, 2018	Special Executive Meeting (2)
February 27, 2018	Board Meeting
February 27, 2018	Special Executive Meeting (3)

Mr. Benderly
Moved

Mr. Manley
Seconded

Motion Carried: (6-3-0)
Ms. Lunt, Ms. McGuire, and Mr. Small
abstained.

12. Meeting Open to the Public

(for comment on any Presentation/Discussion items, Reports and New/Old Business)

Ms. Tara Matise expressed her opinions about school security procedures. She does not support hiring a school resource officer.

13. Meeting Open to the Public

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

Nothing at this time.

14. Recommendations of the Superintendent of Schools

(at this time, the Board will take formal action on the following items – see attachments)

- A. Personnel
- B. Finance
- C. Policy
- D. Curriculum

15. Meeting Open to Public

Mr. Bob Donohue supports hiring a full-time counselor at Campbell Elementary School.

16. Announcements

Mr. Glassberg read announcements.

17. Motion to Go Into Executive Session

(when applicable)

Mr. Benderly
Moved

Ms. Lunt
Seconded

All in favor

MEETING ADJOURNED: 9:22 PM

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.

**Personnel Attachment
Section 14, A1-A4**

14. Recommendations of the Superintendent of Schools
(at this time the Board will take formal action on the following items)

A. PERSONNEL

1. Retirement – Certificated Staff

Move to accept with regret the retirement of Susan Lass, 1st Grade Teacher at Campbell Elementary School effective July 1, 2018,

2. Retirement – Non-Certificated Staff

Move to accept with regret the retirement of Patricia Reed, Paraprofessional effective July 1, 2018.

3. Appointment – Long Term Substitute Teacher

Move to approve the appointment of Thomas Valhalla as a long term substitute teacher for Leonard Szkodny, Industrial Arts Teacher at Metuchen High School effective March 23, 2018 through June 30, 2018 at the rate of \$274.15/day.

4. Appointment – Long Term Substitute Teacher

Move to approve the appointment of Walter Cook as a long term substitute teacher for Suzanne Palmer, English Language Arts Teacher at Edgar Middle School effective on or about April 16, 2018 through June 30, 2018 at the rate of \$274.15/day.

Ms. Lunt
Moved

Mr. Suss
Seconded

Motion Carried: (9-0-0)

Dr. Caputo and Mr. Benderly wishes Ms. Lass and Ms. Reed happy and healthy retirements.

**Finance Attachment
Section 14, B1-B4**

B. FINANCE

1. Resolution Authorizing Request to Commissioner of Education

Be it Resolved by the Board of Education of the Borough of Metuchen in the County of Middlesex as follows:

The Superintendent and Business Administrator of this School District are authorized to request approval from the Commissioner of Education to calculate enrollment projections pursuant to N.J.S.A. 18A:7F-38(b)(2) for purposes of the FY 2018/2019 budget in order to address significant increases in class size.

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2. Nonpublic Technology

Move to approve the following nonpublic technology for the 2017-2018 school year:

School	Vendor	QTY	Item #	Description	Price	Total
Apple Montessori School	CDW Government	1	3421948	Logitech X300 Mobile Wireless Bluetooth Speaker	\$78.93	\$78.93
Apple Montessori School	CDW Government	10	1436159	Califone Listening First Stereo Headphones	\$15.27	\$152.70
Apple Montessori School	Apple Inc.	1	MP2F2LL/A	iPad Wi-Fi 32GB	\$299.00	\$299.00
Apple Montessori School	Apple Inc.	1	S5193LL/A	3-Year AppleCare+ for iPad	\$99.00	\$99.00

3. Professional Development

Move to approve the following professional development activities as listed below:

Professional Development for Board Approval					3/13/18		
Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested	Payment Method	FFPI #
3/12/2018	3/14/2018	Annual NJ School Buildings & Grounds Assoc. Conference	Colegrove, Darren	Grounds	\$ 300.00	Other	
3/21/2018	3/21/2018	Executive Function, ADHD and Stress in the Classroom	Thomas, Margaret	CES	\$ 219.99	FFPI	18-158
3/22/2018	3/22/2018	Cyber Security - NJASA Workshop	Thumann, Chris	C/O	\$ 175.00	Other	
4/20/2018	4/20/2018	Oppositional Defiant & Disruptive Children & Adolescents: Non-Medication Approaches to the Most Challenging Behaviors	Zaleck, Kathleen	CES	\$ 99.99	FFPI	18-160
4/20/2018	4/20/2018	Oppositional, Defiant and Disruptive Children and Adolescents	Warakomski, Alaina	CES	\$ 99.99	FFPI	18-159
4/27/2018	4/27/2018	CBI Showcase	Bonassisa, Deneane	MHS	\$ -	No cost	

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4/30/2018	4/30/2018	Accelerate Your Students' Use of the Target language: Interactive, High-Engagement Activities that Work	King, Barbara	EMS	\$ 239.00	FFPI	18-161
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4. Field Trips

Move to approve the following field trips for students in the Metuchen School District as listed below:

School	Destination	Class/Group	Teachers/Advisors	Date(s)	No. of Students
MHS	Campbell School	AP Spanish Language and Culture students will assist 2 nd graders in writing letters to express empathy to people of Puerto Rico regarding the loss of clean water.	R. Kamin	3/27/18	17
MHS	Forest Resource Education Center Jackson, NJ	9-12 th grade students will train to compete in NJ Envirothon	Y. Kato	4/11/2018	5
MHS	Boy Scout Camp Grice Elmer, NJ	9-12 th grade students will compete in Envirothon	Y. Kato	5/4/18 & 5/5/18	5
MHS	Patriots Stadium Bridgewater, NJ	12 th grade students will attend Sports Career Day. Speakers on: broadcasting, athletic training, sports management, etc.	L. DeMott L. Wisniewski	5/9/18	10
MHS	Campbell School	AP Studio students will paint literary based murals at Campbell School.	K. McKeown M. Banner	5/23/18	20

Mr. Small
Moved

Mr. Lifton
Seconded

Motion Carried: (9-0-0)

**Policy Attachment
Section 14, C1-C4**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for February 26 – March 9, 2018.

2. Harassment, Intimidation, and Bullying

Move to affirm the findings of the previously reported cases:

- EMS022018001
- EMS022018002

3. Amend Harassment, Intimidation, and Bullying Minutes

(Board Meeting Agenda Minutes February 13, 2018, Policy Section C2)
Move to amend the February 13, 2018 Board Meeting Minutes from CES11127001 to CES112117001

4. Revised 2017-2018 Calendar

Move to approve the revised 2017-2018 calendar.

Ms. Lunt
Moved

Mr. Manley
Seconded

Motion Carried:

C1, C3, C4: (9-0-0)

C2: (7-2-0) Ms. Lunt and Ms. McGuire abstained.

D. CURRICULUM

1. Nothing at this time.

2017-2018 School Calendar

METUCHEN PUBLIC SCHOOLS
181 INSTRUCTIONAL DAYS
185 STAFF DAYS
EMS Graduation Date: June 19, 2018
MHS Graduation Date: June 20, 2018

August 2017						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						17 Days

October 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						22 Days

November 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						17 Days

December 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
						16 Days

January 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						21 Days

- Aug 30-31 In-Service
- Sept 4 Labor Day
- Sept 5 First Day of School for Students
- Sept 21-22 Rosh Hashanah
- Nov 7 In-Service/Election Day
- Nov 9-10 NJEA Convention
- Nov 22 Early Dismissal
- Nov 23-24 Thanksgiving Recess
- Dec 22 Early Dismissal
- Dec 25-29 Winter Recess
- Jan 1 Winter Recess
- Jan 15 Martin Luther King Jr. Day
- Feb 16 Make-up Snow Day #1
- Feb 19 Presidents Day
- Mar 30 Early Dismissal Staff & Students
- Apr 2-6 Spring Recess
- Apr 30 Make-up Snow Day #2
- May 25 In-Service
- May 28 Memorial Day
- May 29 Make-up Snow Day #3
- June 18-20 Early Dismissal for Students
- June 20 Last Day of School
- July 4 Independence Day

MAKEUP SNOW DAYS

Make-up snow days will be taken in the following order:
 February 16, April 30, May 29
 March 30 make-up snow day for March 8

Moss School Conferences

November 13, 14, 15
 March 14, 15, 16

February 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			
						18 Days

March 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						22 Days

April 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
						15 Days

May 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						20 Days

June 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						14 Days

July 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Campbell School Conferences

November 1, 2, 3 (Early Dismissal)
 March 21, 22, 23 (Early Dismissal)

Edgar Middle School Conferences

October 18, 19, 20 (Early Dismissal)
 March 9, 14, 15 (Early Dismissal)

Metuchen High School Conferences

November 14, 16 (Early Dismissal)

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	Schools Closed								
	Early Dismissal								
	In-service								
	First & Last Day of School								

	Parent Teacher Conferences
	Actual Snow Day
	Previous Make-up Snow Day