

**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 28, 2017

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
Ms. Gibson	P	Ms. McGuire	P
Ms. Killean	P	Mr. Small	P
Mr. Lifton	A	Mr. Suss	P
Ms. Lunt	P		

4. Presentation/Discussion Items

• **Showcase of Success**

❖ Winter Sports Champions:

***Girls Indoor Track & Field
White Division Champions &
State Sectional Champions
2016-2017***

<i>Lisa</i>	<i>Ackep</i>	<i>Camille</i>	<i>Lussier</i>
<i>Tracey</i>	<i>Ackep</i>	<i>Tracy</i>	<i>Michalski</i>
<i>Rebecca</i>	<i>Ayala</i>	<i>Amanda</i>	<i>O'Connell</i>
<i>Alex</i>	<i>Battaglia</i>	<i>Sophie</i>	<i>Rubin</i>
<i>Emma</i>	<i>Capron</i>	<i>Kate</i>	<i>Santus</i>

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<i>Richa</i>	<i>Desai</i>	<i>Drew</i>	<i>Schuchman</i>
<i>Jessica</i>	<i>Harding</i>	<i>Kendall</i>	<i>Schuchman</i>
<i>Alex</i>	<i>Harkness</i>	<i>Julia</i>	<i>Silverman</i>
<i>Millicent</i>	<i>Hines</i>	<i>Nina</i>	<i>Suss</i>
<i>Emma</i>	<i>Kacani</i>	<i>Bridget</i>	<i>Waldron</i>
<i>Hope</i>	<i>Kenny</i>	<i>Rachel</i>	<i>Wentnick</i>
<i>Joy</i>	<i>Li</i>	<i>Maggie</i>	<i>Zeng</i>
<i>Lauren</i>	<i>Lobdell</i>	<i>Jodie</i>	<i>Zeng</i>
<i>Katie</i>	<i>Lodbell</i>		

Boys Varsity Swimming
White Division Champions
2016-2017

<i>Bram</i>	<i>Chambers Kaplan</i>	<i>Alexander</i>	<i>Koskoski</i>
<i>Garrison</i>	<i>Chura</i>	<i>Rafael</i>	<i>Lacson</i>
<i>Jacob</i>	<i>Dale</i>	<i>James</i>	<i>McGuire</i>
<i>Joseph</i>	<i>DeVizio</i>	<i>Julian</i>	<i>Park</i>
<i>Saahas</i>	<i>Hari</i>	<i>Daniel</i>	<i>Schleif</i>
<i>Matthew</i>	<i>Karlovitch</i>	<i>Chris</i>	<i>Whittington</i>

Girls Varsity Swimming
White Division Champions
2016-2017

<i>Simone</i>	<i>Boucher</i>	<i>Katherine</i>	<i>Nugent</i>
<i>Abigail</i>	<i>Brooks</i>	<i>Lauren</i>	<i>Piovosio</i>
<i>Patricia</i>	<i>Dela Cruz</i>	<i>Macie</i>	<i>Schaper</i>
<i>Chloe</i>	<i>Jaques</i>	<i>Ashima</i>	<i>Sharma</i>
<i>Sarah</i>	<i>Jeney</i>	<i>Megan</i>	<i>Shen</i>
<i>Rebecca</i>	<i>Jockwer</i>	<i>Hannah</i>	<i>Small</i>
<i>Frances</i>	<i>Lee</i>	<i>Julie</i>	<i>Stankiewicz</i>
<i>Courtney</i>	<i>Little</i>	<i>Natalie</i>	<i>Tiu</i>
<i>Brygida</i>	<i>Matracz</i>	<i>Lara</i>	<i>Vaz</i>
<i>Margaret</i>	<i>McGuire</i>	<i>Regina</i>	<i>Wilcox</i>
<i>Haley</i>	<i>Nugent</i>	<i>Simie</i>	<i>Zhu</i>

• **Presentation**

- ❖ Authentic Assessment – Mr. Rick Cohen

5. Report of the President of the Board of Education

Mr. Benderly reminded everyone that there is not a board meeting on April 4, 2017. The next board meeting and budget hearing is scheduled for April 25, 2017 and the board retreat is scheduled for April 26, 2017.

6. Report of the Superintendent of Schools

Nothing at this time.

7. Report of the Business Administrator/Board Secretary

Nothing at this time.

8. Committee Reports

None of the committees met since the last meeting.

9. New Business

Ms. Lunt will attend the transportation meeting on Wednesday, April 12th to discuss accidents around Metuchen High School and in the parking lot.

10. Old Business

Ms. Gibson would like the board to keep a close watch on low class sizes in the early grades. Dr. Caputo gave an update on student athlete participation numbers at Metuchen High School and an update on the field trip to a Thai restaurant in Clark, NJ.

Ms. Killean asked if there is a budget back up plan if class sizes increase at Campbell Elementary School. There are back up plans for many circumstances including low class sizes. The district will continue to monitor class sizes at all grade levels.

11. Minutes

Move to approve the minutes of the following meetings:

March 21, 2017	Special Business Meeting (1)
March 21, 2017	Special Executive Meeting (2)
March 21, 2017	Board Meeting

Mr. Benderly
Moved

Ms. Lunt
Seconded

Motion Carried:

Special Business Meeting (1): (7-0-1) Mr. Small abstained.
Special Executive Meeting (2) (8-0-0)
Board Meeting: (8-0-0)

12. Meeting Open to the Public

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

Mr. Brian Glassberg asked is there anything new to share with the public regarding the feasibility study? Mr. Benderly responded that the board received the report last week. The finance committee has not met to review the report. Mr. Manley is a strong advocate for full day kindergarten and as a member of the finance and facilities committees, they have been working in the background for 1 ½ years toward assessing the situation. Assessing full day kindergarten and other facility issues are part of a long term plan for the district.

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

Nothing at this time.

16. Announcements

Ms. Killean read announcement.

17. Motion to Go Into Executive Session

(when applicable)

Nothing at this time.

MEETING ADJOURNED: 10:13 P.M.

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-A5**

A. PERSONNEL

1. Family Medical Leave

Move to approve a family medical leave for Patricia Lee, Secretary at Campbell Elementary School, from April 18, 2017 through July 10, 2017 (date may be adjusted).

2. Coaches – Fall 2017

Move to approve the following coaches for the fall 2017 school sports season:

Sport	Coach	Position	Step	Stipend**
Football	TBD	Head Coach		
	TBD	Assistant Coach		
	TBD	Assistant Coach		
	TBD	Assistant Coach		
	TBD	Volunteer	X	-
	TBD	Volunteer	X	-
	TBD	Volunteer	X	-
Boys' Soccer	Ed Albanese	Head Coach	3	\$8592
	Tom Herd*	JV Coach	3	\$5971
	Sean Haugh*	Freshman	2	\$5390
Girls' Soccer	Mike Knoth*	Head Coach	2	\$8423
	Kerry Glynn*	JV Coach	2	\$5806
Field Hockey	Beth McLaughlin	Head Coach	1	\$8423
	TBD	JV Coach		
	TBD	Frosh		
Girls' Cross Country	Kelli Holleran	Head Coach	3	\$7176
Boys' Cross Country	Marty Holleran	Head Coach	3	\$7176
Assistant Cross Country	TBD			
Girl's Tennis	Rob Strauss	Head Coach	3	\$6845
	Jim Thomas	Assistant	3	\$4655
Cheerleading	TBD	Head Coach		

* Represents adjunct coach

**2016-2017 Stipend Amount (maybe adjusted)

3. Coaches – Edgar Middle School Fall 2017

Move to approve the following Edgar Middle School coaches for the fall 2017 school sports season:

Sport	Coach	Stipend*
Boys Soccer	Mike Butler	\$3158
Girls Soccer	Kristen Kuhlthau	\$3158
Field Hockey	Margo Poandl	\$3158
Cross Country	Karen Logan	\$3158
Cross Country	Ed Ronk	\$3158

*2016-2017 Stipend Amount (maybe adjusted)

4. Appointment – Substitute Teachers

Move to approve the following substitute teachers for the 2016-2017 school year:

Substitute Teacher	Certification	Rate
Anthony Greder	English	\$90/day
Sarah Sookchand	Substitute	\$85/day

5. Appointment – Substitute Secretary

Move to approve the following substitute secretary for the 2016-2017 school year:

Substitute Secretary	Rate
Angela Sielski*	\$12.64 hr.

*Pending criminal background clearance

Mr. Suss
Moved

Ms. Manley
Seconded

Motion Carried: (8-0-0)

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

B. FINANCE

1. Nonpublic Security Aid

Move to approve the following nonpublic security aid purchases for the 2016-2017 school year:

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral	Ackerson Drapery			Purchase, Fabricate and Install Flame Retardant		\$3,760.26
				5 Pair Side Back Stage Curtains		
St. Francis Cathedral	Ackerson Drapery			Purchase, Fabricate and Install Flame Retardant		\$7,060.08
				1 Pair Main, 1 Pair Rear and 2 Pair Side Stage Curtains		

2. Nonpublic Technology

Move to approve the following nonpublic technology purchases for the 2016-2017 school year:

School	Vendor	QTY	Item#	Description	Price	Total
Apple Montessori School	Apple	1		iPad Mini 4 Wi-Fi 128 GB	\$479	\$479

3. Professional Development

Move to approve the following professional development activities as listed on the attached chart:

4. Field Trips

Move to approve the following field trips for students in the Metuchen School District as on the attached chart:

Mr. Small
Moved

Ms. McGuire
Seconded

Motion Carried: (8-0-0)

**Policy Attachment
Section 14, C1-C2**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for March 20-24, 2017.

2. Second Reading of Policies

- Policy 1510 Americans with Disabilities Act
- Regulation 1510 Americans with Disabilities Act
- Policy 2415.30 Title I – Educational Stability for Children in Foster Care
- Policy 2418 Section 504 of the Rehabilitation Act of 1973 – Students
- Regulation 2418 Section 504 of the Rehabilitation Act of 1973 – Students
- Policy 5116 Education of Homeless Children
- Regulation 5116 Education of Homeless Children
- Policy 5330.04 Administering an Opioid Antidote
- Policy 8330 Student Records
- Regulation 8330 Student Records

Ms. Lunt
Moved

Ms. McGuire
Seconded

Motion Carried: (8-0-0)

**Curriculum Attachment
Section 14, D1**

D. CURRICULUM

1. Nothing at this time.

**Finance Attachment
Section 14, B3 Professional Development**

Professional Development for Board Approval 3-28-17							
Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested Expense Total	Payment Method	FFPI #
4/21/2017	4/21/2017	Substance Disorders: Effects on children and Families	Granados, Lisa	MHS	\$ 18.00	FFPI	TBD
4/26/2017	4/26/2017	Best, Current Practices for School Medical Emergencies	Billik, Janice	EMS	\$ 249.00	FFPI	17-165
6/2/2017	6/2/2017	Middlesex County ABC meeting	Cheung, Judith	MHS	\$ -	No cost	

**Finance Attachment
Section 14, B4 Field Trips**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Stds.
MHS	Forest Resource Ed. Ctr. Jackson, NJ	Training workshop for the Envirothon	Y. Kato	4/4/17	10
EMS	Piscataway Vocational High School, Piscataway, NJ	8 th grade students will tour the vocational school and see programs offered	E. Kuchar	4/19/17	6
EMS	Kent Place School, Summit, NJ	Math League Competition students will demonstrate their problem-solving skills	K. Logan V. Araneo	4/25/17	9
MHS	The Metropolitan Museum of Art NY, NY and Spanish Tavern Restaurant, Newark, NJ	Spanish 3 & 4 communication classes will participate in a guided tour of Spanish art and attend a special luncheon at the Spanish Tavern Restaurant	P. Craig R. Kamin K. Flores T. Yakowenko K. McKeown	4/20/17 Rescheduled from 3/15/17	49
MHS	Schooley's Mountain Park Long Valley, NJ	NJ Envirothon Competition	Y. Kato	5/12/17 5/13/17	10