

**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, May 9, 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	A	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**

- ❖ Preview MHS Spring Strings Concert: The MHS Orchestra, led by Elisabeth Sato will play “An Armed Forces Tribute”, arranged by Andrew Dabczynski
- ❖ Award for 2017 Best Communities for Music Education
- ❖ President’s Volunteer Service Gold Level Award - Natalie Reid

• **Presentation**

- ❖ District Goals Update – Dr. Caputo

**5. Report of the President of the Board of Education**

Mr. Benderly congratulated Mr. Porowski and Campbell Elementary School for winning the National and State School of Character awards. The architects

from EI Associates are invited to the May 23, 2017 board meeting to discuss the feasibility study.

**6. Report of the Superintendent of Schools**

Dr. Caputo congratulated Mr. Porowski and Campbell Elementary School for winning the National and State School of Character awards.

**7. Report of the Business Administrator/Board Secretary**

Nothing at this time.

**8. Committee Reports**

Policy Committee:

Report given by Ms. Lunt

Negotiations Committee:

Report given by Mr. Lifton

Personnel Committee:

Report given by Mr. Benderly

The technology, finance, curriculum, and athletics committees have not met since the last board meeting.

**9. New Business**

Nothing at this time.

**10. Old Business**

Nothing at this time.

**11. Minutes**

Move to approve the minutes of the following meetings:

April 25, 2017	Special Business Meeting (1)
April 25, 2017	Special Executive Meeting (2)
April 25, 2017	Board Meeting
April 25, 2017	Special Executive Meeting (3)
April 26, 2017	Special Meeting Board Retreat (1)

Mr. Benderly  
Moved

Mr. Lifton  
Seconded

Motion Carried: (8-0-0)

**12. Meeting Open to the Public**

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

**13. Meeting Open to the Public**

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

**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**

Ms. April Compertore from the Metuchen Full Day Kindergarten Initiative accessed the feasibility study through the open public records act and asked the anticipated timeline for dealing with the recommendations of the study. Ms. Compertore and the Metuchen Full Day Kindergarten Initiative support options 3, 4, 5, 6 and 7 of the feasibility study which supports full day kindergarten and requested a liaison from the initiative could be added to the working committee. Mr. Benderly responded that the architects will present the study to the board members on May 23, 2017. However, the public can ask questions of the board but not the architects.

**16. Announcements**

Mr. Suss read announcements.

**17. Motion to Go Into Executive Session**

*(when applicable)*

Mr. Benderly	Mr. Small	All in Favor
Moved	Seconded	

*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 personnel and health insurance and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED: 9:07 PM

**Personnel Attachment  
Section 14, A1 – A9**

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

**A. PERSONNEL**

**1. Resignation – Certificated Staff**

Move to approve the resignation of Josette Siebles, Chemistry Teacher at Metuchen High School effective July 1, 2017.

**2. Resignation – Non-Certificated Staff**

Move to approve the resignation of Kim Kolodny, Paraprofessional at Edgar Middle School effective May 15, 2017.

**3. Appointment – Certificated Staff**

Move to approve the appointment of Maha Hadi as a Special Education Teacher at Campbell Elementary School from May 10, 2017 through June 30, 2017 at the salary of Step 3-F, \$59,186 (pro-rated).

**4. Appointment – Certificated Staff**

Move to approve the appointment of Maha Hadi as a Special Education Teacher at Campbell Elementary School from August 30, 2017 through June 30, 2018 at the salary of Step 3-F, \$59,186.\*

**5. Reappointment – Non-Tenured Administrators**

Move to approve the reappointment of the following non-tenured administrators for the 2017-2018 school year as shown on attachment 1.

**6. Reappointment – Non-Tenured Teachers**

Move to approve the reappointment of the following non-tenured teachers for the 2017-2018 school year as shown on attachment 2.

**7. Adjustment – Substitute Teacher**

Move to approve the adjustment for the following substitute teacher rate for the 2017-2018 school year: (Agenda 4/25/17, Section 14, A4)

<b>Substitute Teacher</b>	<b>Certification</b>	<b>Rate</b>
Kala Ramarathnam	Substitute	\$85/day

**8. Appointment – Substitute Teacher**

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

<b>Substitute Teacher</b>	<b>Certification</b>	<b>Rate</b>
Kathleen McCunney	Substitute	\$80/day

\*2016-2017 salary amount may be adjusted based upon settlement of contract

**9. CEU Salary Increments**

Move to approve the following CEU increments/payments effective March 1, 2017:

<b>\$150 Salary Increment for completing 5 CEU's</b>	<b>From</b>	<b>To</b>
Alexandra Gonzalez	\$90,819	\$90,974
Evan Robbins	\$94,586	\$94,740
Carol Gaffney	\$37,606	\$37,761

Mr. Lifton  
Moved

Mr. Suss  
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:

<b>School</b>	<b>Vendor</b>	<b>QTY</b>	<b>Item #</b>	<b>Description</b>	<b>Price</b>	<b>Total</b>
St. Francis Cathedral	WB Mason	3	NA	3x5 Anti-fatigue Drainage Mats	\$100.00	\$300.00
St. Francis Cathedral	WB Mason	1	NA	3x10 Wiper Mat without Logo	\$220.00	\$220.00
St. Francis Cathedral	WB Mason	1	NA	3x5 Wiper Mat without Logo	\$75.00	\$75.00
St. Francis Cathedral	WB Mason	4	NA	1- 3x5 and 3-4x6 Wiper Mats with Logo	\$295.00	\$1,180.00

**2. Out of District Placement**

Move to approve the placement of student 02020138 at the Somerset County Educational Services Commission Secondary Academy, effective May 8, 2017, at a pro-rated tuition of \$10,087.

**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 shown on the attached chart:

Mr. Small  
Moved

Ms. Lunt  
Seconded

Motion Carried: (8-0-0)

**Section 14, C1-C5**

**C. POLICY**

**1. Suspensions**

The board hereby acknowledges receipt of the suspension report summary for April 24 – May 5, 2017.

**2. Harassment, Intimidation, and Bullying**

Move to affirm the findings of the previously reported cases:

- CES032317001

**3. Second Reading of Bylaws, Policies & Regulations**

Move to approve the second reading of the following bylaws, policies and regulations:

- Bylaw 0000.01
- Bylaw 0000.02
- Bylaw 0000.03
- Policy 2320 Independent Study Programs (Abolish)
- Policy 2415.06 Unsafe School Choice Option
- Policy 2460 Special Education
- Regulation 2460 Special Education
- Regulation 2460.1 Special Education – Location, Identification and Referral
- Regulation 2460.8 Special Education – Free and Appropriate Public Education
- Regulation 2460.9 Special Education – Transition From Early Intervention Programs to Preschool Programs
- Regulation 2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
- Regulation 2460.16 Special Education – Instructional Material to Blind or Print-Disabled Students
- Policy 2464 Gifted and Talented Students
- Policy 2467 Surrogate Parents and Foster Students
- Policy 2622 Student Assessment
- Policy 3160 Physical Examination (Teaching Staff Members)
- Regulation 3160 Physical Examination (Teaching Staff Members)
- Policy 4160 Physical Examination (Support Staff Members)
- Regulation 4160 Physical Examination (Support Staff Members)
- Policy 5116 Education of Homeless Children
- Regulation 5116 Education of Homeless Children
- Policy 5460 High School Graduation
- Policy 5465 Early Graduation (Abolish)

**4. Resolution**

Move to elect Merrill Lunt as the Metuchen Board of Education's representative to the Educational Services Commission of New Jersey from June 1, 2017 through May 31, 2018 pursuant to enacted legislation P.L. 192-1989, Chapter 254.

**5. Resolution**

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Move to elect Dan Benderly as the Metuchen Board of Education's delegate, and Merrill Lunt as alternate delegate to the New Jersey School Boards Association for the 2016-2017 school year.

Ms. Lunt  
Moved

Mr. Manley  
Seconded

Motion Carried: C1, C2, C3 (8-0-0)  
C4 (7-1-0) Ms. Lunt abstained  
C5 (6-2-0) Mr. Benderly and Ms. Lunt abstained

**Curriculum Attachment  
Section 14, D1**

**D. CURRICULUM**

1. Nothing at this time.

**Personnel Attachment #1  
Reappointment of Non-tenured Administrators for the 2017-2018 School Year**

<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Tenure Date</b>	<b>*2017-2018 Salary</b>
Brian Stike	Edgar Middle School	Assistant Principal	8/2/2018	\$106,547
Sean Powers	District	Supervisor of Math & Instructional Technology	3/31/2019	\$103,019
Suzy Azevedo	District	Supervisor of Guidance	11/3/2019	\$102,904
Derek Khoudja	District	Supervisor of Social Studies, ELA & ELL	3/7/2021	\$100,500

\*Salaries shown are from 2016-2017. Salaries may be adjusted upon settlement of contract.



**Personnel Attachment #2**  
**Reappointment of Non-tenured Teachers for the 2017-2018 School Year**

<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Tenure Date</b>	<b>*2017-18 Step/Salary</b>
Hunt, Franchesca	CES	Classroom Teacher	9/1/2017	1-B, \$51,468
Savarese, Melissa	CES	Classroom Teacher	9/1/2017	1-B, \$51,468
Westover, Gina	CES	Art	9/1/2017	3-B, \$54,041
Calantoni, Karen	EMS	LDTC	9/1/2017	3-B, \$54,041
Elliott, Brian	MHS/EMS	German	10/29/2017	4-M, \$91,531
Lopes, Sofia	CES	Classroom Teacher	9/1/2018	3-B, \$54,041
Roder, Kathleen	CES	Special Education	9/1/2018	2-D, \$54,805
Santasieri, Erin	CES	Classroom Teacher	9/1/2018	1-C, \$52,268
McLaughlin, Beth	EMS	Special Education	9/1/2018	1-B, \$51,468
Peckhardt, Christofer	EMS	Music	9/1/2018	1-B, \$51,468
Little, Maryrose	EMS	Library Media Specialist	10/21/2018	3-I, \$70,421
McCorkle, Michelle	MHS	Athletic Trainer	8/14/2018	3-D, \$56,141
Doremus, Shawn	MHS	English	9/1/2018	1-C, \$52,268

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Sato, Elisabeth	MHS	Music/Strings	9/1/2018	4-C, \$56,188
Schlavis, William	MHS	Social Studies	9/1/2018	3-G, \$62,651
Wagenblast, Eileen	MHS	English	9/1/2018	3-C, \$54,881
Murray, Chad	MHS	Math	9/18/2018	3-L, \$86,575

**\*Salaries and steps shown are from 2016-17. Salaries and steps may be adjusted upon settlement of contract.**

<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Tenure Date</b>	<b>*2017-18 Step/Salary</b>
Peleg, Sivan	Moss	Integrated Pre-school	9/1/2019	1-H, \$63,268
Flynn, John	CES	Music	9/1/2019	1-B, \$51,468
Campbell, Lauren	EMS	School Counselor	9/1/2019	3-A, \$53,149
Connors, Shannon	EMS	Math	9/1/2019	3-B, \$54,041
King, Barbara	EMS	Spanish	9/1/2019	1-G, \$59,668
Rice, Kathy	EMS	Special Education	9/1/2019	3-I, \$70,421
Poandl, Margaret	EMS/MHS	Art	9/1/2019	1-B, \$51,468
North, Jennifer	EMS	Special Education	12/2/2019	3-J, \$74,831
Jensen, Sarah	Moss	(.5) Pre-school Handicapped	2/25/2020	(.5) 3-G, \$31,326

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<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Tenure Date</b>	<b>*2017-18 Step/Salary</b>
Kandel, Stephanie	Moss	Kindergarten	9/1/2020	3-D, \$56,141
Keane, Gina	Moss	Nurse	9/1/2020	1-D, \$53,468
McKenna, Katherine	Moss	Pre-school Handicapped	1/26/2021	1-B, \$51,468
Barnes, Jeremy	CES	Classroom Teacher	9/1/2020	3-A, \$53,149
Shapiro, Megan	CES	Classroom Teacher	9/1/2020	1-C, \$52,268
Okoszko, Brittany	CES	Special Education	9/1/2020	1-C, \$52,268
Cadel, Elissa	CES	Special Education	9/1/2020	1-D, \$53,468
Fuchs, Erica	CES	.5 School Counselor	9/1/2020	(.5) 3-E, \$28,753
Kuhlthau, Kristen	EMS	Phys. Ed./Health	9/1/2020	1-A, \$50,618

**\*Salaries and steps shown are from 2016-17. Salaries and steps may be adjusted upon settlement of contract.**

<b>Name</b>	<b>School</b>	<b>Assignment</b>	<b>Tenure Date</b>	<b>*2017-18 Step/Salary</b>
Scala, Lauren	EMS	ELA	9/1/2020	1-D, \$53,468
Dooley, Ann	EMS	Technology Ed. Industrial Arts	9/1/2020	3-J, \$74,831
Meyer, Lori	EMS	5 <sup>th</sup> Grade	10/4/2020	1-F, \$56,368
Brinkerhoff, Michele	MHS	Nurse	9/1/2020	1-D, \$53,468

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Keagle, Joseph	MHS	Physics	9/1/2020	3-J, \$74,831
Lezama, Ann	MHS	Chemistry	9/1/2020	3-G, \$62,651
McDonald, John	MHS	Technology Education	9/1/2020	1-A, \$50,618
Romanak, Nicholas	MHS	Special Education	9/1/2020	3-F, \$59,186
Zeman, Barbara	MHS	Science	10/4/2020	1-G, \$59,668

**\*Salaries and steps shown are from 2016-17. Salaries and steps may be adjusted upon settlement of contract.**

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

Professional Development for Board Approval 5/9/17							
Start Date	End Date	Activity Title	Last, First Name	Bldg.	Requested	Payment Method	FFPI #
5/12/2017	5/12/2017	1:1 Site Visit	Khoudja, Derek	C/O	\$ -	No cost	
5/12/2017	5/12/2017	1:1 Site Visit	Miller, Jennifer	EMS	\$ 37.20	FFPI	17-173
5/12/2017	5/12/2017	1:1 Site Visit	Presuto, Emily	EMS	\$ 72.00	FFPI	17-170
5/12/2017	5/12/2017	Northern Highlands Regional High School Visit	Menafro, Suzanne	EMS	\$ 35.96	FFPI	17-172
5/12/2017	5/12/2017	Peer Observation	Abbott, Beth	MHS	\$ -	No cost	
5/12/2017	5/12/2017	Physical and health education program observation	Ulmer, Robert	MHS	\$ -	No cost	
5/12/2017	5/12/2017	Site Visit for 1:1 Observation	Muller, Jennifer	EMS	\$ 33.14	FFPI	17-169
5/12/2017	5/12/2017	Site Visit Northern Highlands Regional High School	Little, Maryrose	EMS	\$ -	No cost	
5/15/2017	5/15/2017	Introduction to the Model Science Curriculum Framework	Miller, Jennifer	EMS	\$ 18.60	FFPI	17-174
5/17/2017	5/17/2017	Peer Observation	Zaneto, Nicholas	MHS	\$ -	No cost	
5/17/2017	5/17/2017	Shore Regional Peer Observation	Butler, Lauren	MHS	\$ -	No cost	
5/24/2017	5/24/2017	Title I Statewide Conference	Opitz, Amy	C/O	\$ -	Other	
6/2/2017	6/2/2017	Strauss Esmay Educational Policy & School Law Seminar	Caputo, Vincent Harvier, Michael	C/O	\$ -	No cost	
6/5/2017	6/5/2017	SEL - 101 Foundations of Social-Emotional and Character Development	Lopes, Sofia	CES	\$ 240.00	FFPI	17-171
6/7/2017	6/7/2017	Legal Issues of a Drug-Free Workplace	Cheung, Judith	MHS	\$ -	No cost	
7/11/2017	7/11/2017	Computer Science Fundamentals	Misuraca, Roseanna	EMS	\$ -	FFPI	18-001

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**Finance Attachment  
Section B4, Field Trips**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Campbell School	AP Studio students will paint literacy based murals at Campbell School	K. McKeown M. Poandl	5/19/17	20
MHS	Six Flags Great Adventure Jackson, NJ	Annual Student Council Day: students will attend award ceremony and hear about achievements of different schools and then enjoy rides in the afternoon.	E. Wagenblast S. Doremus F. Wrublewski K. McKeown	5/24/17	40
MHS	Gran Centurion Clark, NJ	Junior Class will decorate for the Prom.	E. Wagenblast K. Blaze	5/25/17	20
MHS	Pochuck Valley, NJ	9 <sup>th</sup> – 12 <sup>th</sup> Grade Outdoor Wellness Club will participate in 8 mile hike to Pinwheel Vista.	A Girin D. Scala	Sunday, 6/4/17	20
MHS	Dorney Park, PA	Senior Class Trip	K. McKeown 5 additional chaperones TBD	6/15/17	140
EMS	Metuchen H.S.	8 <sup>th</sup> Grade ROGATE students will present their research as their culminating activity.	D. Brown M. O’Connell	5/22/17	17
EMS	Moss School	7 <sup>th</sup> Grade Life Science students will teach the life cycle of monarch butterflies & plant milkweed garden with kindergarten students.	J. Graziano K. Henn T. Hoglebe	a.m. session p.m. session	48 64
EMS	Metuchen H.S.	Middle School Orchestra students will work together with HS Orchestra students on technique, musicianship and ensemble playing.	J. Gallagher M. Thomas E. Sato J. Messenger	6/9/17	120
CES	Centenary Child Care Center Metuchen, NJ	4 <sup>th</sup> Grade students in Mr. Yak’s class will walk to pre-school. Students will work together to plant a garden which will supplement a food pantry while students learn about healthy eating.	Tom Yakowenko S. angus L. Amend (para)	5/15/17	24

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CES	Edgar School	4 <sup>th</sup> to 5 <sup>th</sup> Grade Orientation	4 <sup>th</sup> grade teachers, paras & counselor	5/19/17	156
Moss	Campbell School	Kindergarten students will attend 1 <sup>st</sup> Grade Orientation	L. Fischer C. Spring S. Kandel	6/5/17 a.m. session p.m. session	Total 115