

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BOARD MEETING MINUTES

of the Metuchen Board of Education

Metuchen Borough Hall
500 Main Street
Metuchen, NJ 08840

Tuesday, August 8, 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	P	Mr. Suss	p
Ms. Lunt	P		

4. Presentation/Discussion Items

5. Report of the President of the Board of Education

Nothing at this time.

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

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

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Curriculum:

Report given by Mr. Benderly.

Negotiations:

Report given by Mr. Lifton.

9. New Business

Nothing at this time.

10. Old Business

Ms. Gibson attended the meeting with Assemblyman Karabinchak as a NJSBA representative not as a board member.

11. Minutes

Move to approve the minutes of the following meetings:

June 27, 2017	Special Business Meeting (1)
June 27, 2017	Special Executive Meeting (2)
July 18, 2017	Special Business Meeting (1)
July 18, 2017	Special Executive Meeting (2)
July 18, 2017	Board Meeting

Mr. Benderly
Moved

Ms. Gibson
Seconded

Motion Carried:

June 27, 2017 Special Business Meeting (1) and Special Executive Meeting (2):
(5-4-0) Ms. Lunt, Ms. McGuire, Mr. Small and Mr. Suss abstained

July 18, 2017 Special Business Meeting (1), Special Executive Meeting (2):
(6-3-0) Mr. Benderly, Mr. Manley, and Mr. Small abstained

July 18, 2017 Board Meeting: (7-2-0) Mr. Benderly, and Mr. Manley abstained

12. Meeting Open to the Public

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

Nothing at this time.

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

High School schedule is not posted on the school calendar.

16. Announcements

Mr. Suss read announcements.

17. Motion to Go Into Executive Session

(when applicable)

Mr. Benderly
Moved

Ms. Lunt
Seconded

All in Favor

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 that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED: 8:27 PM

**Personnel Attachment
Section 14, A1-A8**

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

A. PERSONNEL

1. Resignation – Non-Certificated Staff

Move to accept the resignation of Josephine Czochanski, Paraprofessional at Moss School effective July 19, 2017.

2. Resignation – Non-Certificated Staff

Move to accept the resignation of Maureen Azzara, part-time Secretary at Metuchen High School effective August 21, 2017.

3. Appointment – Certificated Staff

Move to approve the appointment of Jennifer Decker as a Nurse at Campbell Elementary School, Step 1-F, \$56,468/year effective August 30, 2017 through June 30, 2018.

4. Appointment – Certificated Staff

Move to approve the appointment of Schuyler Fannell as a Physical Education/Health Teacher at Metuchen High School, Step 1-F, \$56,468/year effective August 30, 2017 through June 30, 2018.

5. Appointment – Leave Replacement

Move to approve the appointment of Sara Yocum as a leave replacement for Deborah Brown, Social Studies Teacher at Edgar Middle School, at the rate of \$274.15/day from September 5, 2017 through on or about November 6, 2017.

6. Coaches – 2017-2018

Move to approve the following coaches for the 2017-2018 school year:
(Agendas 3/28/17, Section 14, A2 and 4/25/17, Section 14, A9)

Sport	Coach	Position	Step	Stipend*
Football	Ed Angus**	Volunteer	-	-
	Eric Leitner	Volunteer	-	-
	Ryan Jensen	Volunteer	-	-

7. Appointment – Mentors for Provisional Teachers

Move to approve the following mentor teachers for the 2017-2018 school year:

New Teacher	School/Position	Mentor	Formal/ Informal	Payment
TBD	ELA Leave Replacement	Jane Harmon	TBD	TBD
Bonassisa, Deneane	LDTC	Christina Theiss	Informal	CEU Credits/Mentor
TBD	PE/Health	Beth Abbott	TBD	TBD

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Van de Castle, Karen	Comprehensive Business	Chris Giddes	Informal	CEU Credits/Mentor
TBD	ELA Leave Replacement	Adam Levy	TBD	TBD
Linkenheld, Cynthia	Self-Contained Sp. Ed.	Lauren Korellis	Informal	CEU Credits/Mentor
TBD	French (.8)	Anna Girin	TBD	TBD
TBD	Math	Jonathan Stevens	TBD	TBD
Noori, Zara	ELA Leave Replacement	Linda Donohue	Informal	CEU Credits/Mentor
Yocum, Sara	Social Studies Leave Replacement	Ken Smith	Informal	CEU Credits/Mentor
DiVanno, Rachel	Elementary	Vivian Petrakakos	Formal	\$550/full year
Hadi, Maha	Special Education	Julie Anderson	Informal	CEU Credits/Mentor
Riera, Karla	LDTTC	Evette Collier	Informal	CEU Credits/Mentor
TBD	Spanish	Gina Westover		
Decker, Jennifer	Nurse	Janice Billik	Informal	CEU Credits/Mentor
TBD	Speech/Language	Laurie Walker	TBD	TBD
TBD	.5 Kindergarten	Robin Darrah	TBD	TBD

8. Mentor Teachers

Move to approve the following mentor teachers to work with mentee teachers at the New Teacher Academy on August 25, 2017 from 8:30 am – 11:30 am at the rate of \$36.00/hr. for three hours for a total of \$108.00/per teacher:

Karen Logan	Jane Harmon	Christina Theiss
Beth Abbott	Chris Giddes	Adam Levy
Lauren Korellis	Jonathan Stevens	Linda Donohue
Vivian Petrakakos	Ken Smith	Anna Girin
Julie Anderson	Evette Collier	Gina Westover
Janice Billik	Laurie Walker	Robin Darrah

*Amount may change based upon settlement of contract

*Represents adjunct coach

Mr. Benderly
Moved

Ms. Gibson
Seconded

Motion Carried: (9-0-0)

**Finance Attachment
Section 14, B1-B9**

B. FINANCE

1. Resolution

The Board hereby approves the Supplemental Memorandum of Agreement between the Metuchen Board of Education and the Metuchen Education Association, the Metuchen Association of Educational Secretaries, the Metuchen Custodial and Maintenance Association, and the Metuchen Principals and Supervisors Association for the collectively bargained agreements covering July 1, 2017 through June 30, 2020, and authorizes the Board attorney to draft the final version of the contract for execution by the Board of Education and each respective Association.

2. Renewal of 2017-2018 School Year Bids

Move to approve the awarding of the following renewal for the period of August 1, 2017 through June 30, 2018 as follows:

Bid #08/09-03 Athletic Transportation Services to George Dapper, Inc. of Iselin, NJ for Metuchen High School and Edgar Middle School as follows:

54 passenger with seatbelts	3 hours	\$216.24
54 passenger with seatbelts	4 hours	\$278.01
54 passenger with seatbelts	5 hours	\$339.81
One-way in town shuttle		\$140.42
Additional hour amount after 5 hours		\$66.89
8 th year renewal (.57% increase in price from previous school year CPI)		

3. Re-appointment – Balanced Literacy Coach

Move to re-appoint BDO, Deanne Opatosky, as ESSA Balanced Literacy Coach for the 2017-2018 school year using ESSA Title IA funds not to exceed \$16,319 and Title IIA funds not to exceed \$15,000 effective August 2017 through June 2018.

4. Re-appointment – Executive Function Coach

Move to re-appoint PTS Coaching, Cindy Goldrich, as Executive Function Coach for the 2017-2018 school year, using ESSA Title IA funds not to exceed \$3,000 and Title IIA funds not to exceed \$3,400 effective August 2017 through June 2018.

5. Re-appointment – Metacognitive Strategies Coach

Move to re-appoint Dr. Goodreader Consulting Services, Susan Stevens, as the Metacognitive Processing Coach within a Balanced Literacy Model for the 2017-2018 school year using local Professional Development funds at the hourly rate of \$100 per hour for individual coaching, \$125

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per hour for group coaching and \$1,000 for full-day workshops, not to exceed \$5,500 effective August 2017 – June 30, 2018.

6. Nonpublic Technology

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

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral	CDW-Government	10	MISC	Network Consulting	\$105.00	\$1,050.00
St. Francis Cathedral	BrainPOP	2	NA	Classroom JR 12 Month Subscription (1A, 1B)	\$175.00	\$350.00
St. Francis Cathedral	BrainPOP	2	NA	Classroom BP 12 Month Subscription (MS Science, 4B)	\$230.00	\$460.00
St. Francis Cathedral	Renaissance Learning Co.	1	NA	Accelerated Reader 50 Student Starter Kit Subscription	\$1,255.00	\$1,255.00
St. Francis Cathedral	IXL Learning	1	NA	Annual Subscription - IXL Classroom-Math/50 Students	\$499.00	\$499.00
St. Francis Cathedral	Clever Prototypes	2	NA	Teacher Account - 50 Students (MS LA)	\$59.95	\$119.90
Metuchen Christian Academy	CDW-Gov't.	9	4466985	Dell Latitude 3570-15.6" Core i3 6100U – 4 GB RAM 500	\$535.65	\$4,820.85

7. Nonpublic Security Aid

Move to approve the following nonpublic security aid purchases for the 2017-2018 school year:

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Academy	Supply Works	20	294316	Traffic Cone 28in Orange	\$17.23	\$344.60

8. Professional Development

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

9. Field Trips

Move to approve the following field trips as listed on the attached chart:

Mr. Small Ms. Lunt
 Moved Seconded

Motion Carried:

B1: (6-3-0) Ms. Killean, Mr. Manley and Ms. McGuire abstained.
 B2-B9: (9-0-0)

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

C. POLICY

1. Affirmative Action Officer 2017-2018

Move to approve Edward Porowski as the Affirmative Action Officer for the 2017-2018 school year.

2. Merit Goals

Move to certify that the Superintendent has satisfied merit goals 2, 3, 5, and to authorize payment for same subjects after the approval of the Executive County Superintendent.

3. Special Education Agreement

Move to accept the recommendation of the Superintendent of Schools to enter into an agreement to resolve the dispute regarding student 02029010.

4. Second Reading of Policies and Regulations

Move to approve the second reading of the following policies & regulations:

- Policy 1240 Evaluation of Superintendent
- Regulation 1240 Evaluation of Superintendent
- Policy 3126 District Mentoring Program
- Regulation 3126 District Mentoring Program
- Policy 3221 Evaluation of Teachers
- Regulation 3221 Evaluation of Teachers
- Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Regulation 3224 Evaluation of Principals, Vice Principals and Assistant Principals
- Policy 3240 Professional Development for Teachers and School Leaders
- Regulation 3240 Professional Development for Teachers and School Leaders
- Policy 5350 Student Suicide
- Regulation 5350 Student Suicide
- Policy 5610 Suspension
- Regulation 5610 Suspension
- Policy 5620 Expulsion
- Policy 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods

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- Policy 8550 Unpaid Meal Charges/Outstanding Food Service Charges

Ms. Lunt

Mr. Manley

Motion Carried: (9-0-0)

**Policy Attachment
Section 14, D1**

D. CURRICULUM

1. Nothing at this time.

**Finance Attachment
Section 14, B8 Professional Development**

Professional Development for Board Approval				8/8/17			
Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
7/26/2017	7/26/2017	NJSIAA Certification Class	McKenna, Katherine	Moss School	\$ 175.00	Other	
8/15/2017	8/15/2017	High-Functioning Autism	Fischer, Laura	Moss School	\$ 199.99	FFPI	18-016
8/14/17 Date changed	8/16/17	WRS Introductory Workshop	Hadi, Maha	CES	\$ 650.00	Other	
10/13/2017	10/13/2017	'Everyone Has a Right To Read. It Begins with You.' Thirty-Second Annual Fall NJIDA Conference	Lewis, Marilyn	Edgar Middle School	\$ 220.60	FFPI	18-017
10/19/2017	10/20/2017	2017 FEA/NJPSA/NJAS CD Fall Conference	LaFauci, Susan	Metuchen High School	\$ 310.00	Other	

**Field Trip Attachment
Section 14, B9 Field Trips**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students (approx.)
CES	Von Thun Farm Monmouth Junction, NJ	All 1 st grade classes will visit the farm to explore plants and animals and will also attend an anti-bullying program.	All 1 st grade teachers and paras	10/13/17	175
CES	Sterling Hill Mining Museum Ogdensburg, NJ	All 3 rd grade classes will study rocks and minerals in its natural environment.	All 3 rd grade teachers and paras	3/28/18	175
CES	State House Barracks Trenton, NJ	All 4 th grade classes will learn about NJ history and government.	All 4 th grade teachers and paras	6/12/18 6/13/18	100 75
CES	Brookdale Ocean Institute Sandy Hook, NJ	All 3 rd grade students will examine the life cycles and both dependent and independent relationships with ocean creatures and plant life.	All 3 rd grade teachers and paras	6/15/18	175

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CES	Raritan Valley Community College Somerville, NJ	1 st grade classes will attend shows at the planetarium learning about the solar system and space travel	All 1 st grade teachers and paras	5/9/18 5/10/18 5/11/18	50 50 75
MHS	Eataly NY, NY	Italian Club will apply vocabulary and culture by touring the regions of Italian foods in the store. The students will also sample authentic Italian foods.	R. Kamin	8/29/17	10