

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**BUSINESS MEETING MINUTES**

**of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**Tuesday, February 9, 2016**

**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	Ms. McGuire	A
Ms. Gibson	P	Mr. Small	P
Mr. Lifton	P	Mr. Stern	P
Ms. Lunt	P		
Mr. Manley	P		

**4. Presentation/Discussion Items**

• **Presentation**

- ❖ Mr. Lifton recognized former Board Members Rose de Vries, Lea Lanton and Tara Matise
- ❖ On behalf of the Board of Education, Mr. Lifton thanked the Parent Teacher Council and Parent Teacher Organizations for their tireless efforts and many contributions.
- ❖ Review of schools budgets: Mr. Cohen presented the Moss School budget, Mr. Porowski presented the Campbell School budget, Ms. Glutz presented the Edgar Middle School budget and Mr. Peragallo presented the Metuchen High School budget.
- ❖ Dr. Caputo updated the midyear district goals

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

Mr. Lifton announced the Board vacancy has been advertised. The deadline to submit application is Monday, February 15, 2016. Monday is a holiday and the

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Board office is closed but electronic submission will be accepted through midnight. Candidates can make a statement to the Board at the next meeting on Tuesday, February 23, 2016.

**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**

Technology:

Report given by Ms. Gibson.

Policy:

Report given by Mr. Lifton. Discussion was held about filling the board member vacancy.

Finance:

Report given by Mr. Small.

Curriculum:

The curriculum committee did not meet since the last board meeting.

Athletics:

The athletics committee did not meet since the last board meeting.

**9. New Business**

Dyslexia Form will be held on March 3, 2016.

**10. Old Business**

Nothing at this time.

**11. Minutes**

Move to approve the minutes of the following meeting:

January 26, 2016	Board Meeting
January 26, 2016	Special Executive Session (1)
January 26, 2016	Special Executive Session (2)

Mr. Lifton  
Motioned

Mr. Manley  
Seconded

Motion Carried (7-0)

**12. Meeting Open to the Public**

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

Mirjana Novkovic supports appointing Joanne Sabatino-Falkenstein to the vacant board position.

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On behalf of himself and his wife, David Liss Kathy spoke about the many accomplishments of former board member Rose de Vries.

Rose de Vries supports appointing Joanne Sabatino-Falkenstein to the vacant board position.

**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**

Mr. Manley read a list of announcements.

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

*(when applicable)*

Meeting Adjourned 10:47 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. Appointment – Leave Replacement**

Move to approve the appointment of Katherine McKenna as a leave replacement for Rebecca Flowers (Metuchen Intervention Preschool Teacher – MIPP) at Moss School from January 13, 2016 - June 30, 2016 at the rate of \$80/day for days 1-20 and \$266.04/day for days 21 through the end of the assignment.

**2. Rescission – Coach**

Move to approve the rescission of Rick Carter as JV softball coach at Metuchen High School for the 2015-2016 school year. (Agenda 6/23/15, X14, A10)

**3. Appointment – Substitute Teacher**

Move to appoint the following substitute teacher listed below for the 2015-2016 school year:

<b>Name</b>	<b>Certification</b>
Liapes, Eric	Substitute

**4. Appointment – Non-certificated**

Move to approve Cheryl Donovan as a Custodian effective February 16, 2016, at the salary of \$32,075 (pro-rated).

Ms. Gibson  
Motioned

Mr. Benderly  
Seconded

Motion Carried (7-0)

**Finance Attachment  
Section B1 – B4**

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

**B. FINANCE**

**1. Professional Development**

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

**2. Field Trips**

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

**3. Nonpublic Technology**

Move to approve the following nonpublic purchases for the 2015-2016 school year:

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Academy	CDW-G	1	3602526	Canon Powershot ELPH 170 IS Black	\$135.45	\$135.45

**4. Appointment – Psychiatric Assessment/Evaluations**

Move to approve the appointment of Alexander Road Associates to provide psychiatric services for the 2015-2016 school year at the rate of \$495/per evaluation.

Mr. Small  
Motioned

Mr. Manley  
Seconded

Motion Carried (7-0)

**14. Recommendations of the Superintendent of Schools**

*(at this time the Board will take formal action on the following items)*

**C. POLICY**

**1. Suspensions**

The board hereby acknowledges receipt of the suspension report summary for January 25 – February 5, 2016.

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

Move to affirm the findings of the previously reported cases:

- METHS011416001
- METHS011416002

**3. First Reading of Policies and Regulation**

Move to approve the first reading of the following policies and regulation:

- Policy 5530 Administration of Medication
- Regulation 5530 Administration of Medication
- Policy 5339 Screening for Dyslexia
- Policy 8820 Opening Exercises/Ceremonies

Mr. Lifton  
Motioned

Ms. Gibson  
Seconded

Motion Carried (7-0)

**14. Recommendations of the Superintendent of Schools**

*(at this time the Board will take formal action on the following items)*

**D. CURRICULUM**

1. Nothing at this time.

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Professional Development for Board Approval					2/9/16		
Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
2/8/2016	2/8/2016	PARCC: Real Teachers, Real Data (Grades 3-6)	Menafro, Suzy	EMS	\$ 135.00		
2/19/2016	2/19/2016	Interdependent Relationships; & Matter and Energy in Organisms and Ecosystems for Grades K, 2, 3, &5	Miller, Jennifer	EMS	\$ 20.00	FFPI	16-125
3/4/2016	3/4/2016	PARCC Math Data 3-5 is Here, What's Next?	Powers, Sean	C/O	\$ 149.00	Other	
3/4/2016	3/4/2016	The PARCC Math Data (3-5) Is Here: What's Next?	Fitzgibbon, David	CES	\$ 149.00	FFPI	16-141
3/14/2016	3/16/2016	NJ Schools Buildings and Grounds Assoc. 20th Annual Expo/Conference	Redmond, Gerard	C/O	Not to exceed \$350.00	Other	
3/16/2016	3/16/2016	Technology Every Administrator Should Use	Jacobson, Tiffany	C/O	\$ 149.00	Other	
4/12/2016	4/12/2016	Making Connections with Real Word Algebra and Geometry	Lifson, Sherry	MHS	\$ 214.00	FFPI	16-126

Section B2, Field Trips

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	“El Tule” Restaurant Lambertville, NJ	Spanish 2 Classes and Spanish Club will sample traditional Andean cuisine and learn how the ingredients relate to the weather and terrain of the Andes Mountains.	Karin Flores Rosann Kamin	3/11/16	40
MHS	Amandla Crossing Edison, NJ	Students from Spanish 4 Honors, and Spanish 4 & 5 Communications classes will organize a “Spring” activity for children residing in shelter.	Rosann Kamin	3/22/16 (after school)	10-15
MHS	Metuchen Senior Citizen Center	Orchestra (9-12) will perform at the Senior Center	Elisabeth McPeak	4/8/16	12
CES	Rutgers Geology Museum New Brunswick	3 <sup>rd</sup> Grade students will enhance their study of geology and earth science.	Melissa Fiore Tom Yakowenko 1 para Danielle Weitzner Kara Wong 2 paras	4/6/16 morning  4/6/16 afternoon	23  48

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CES	Rutgers Geology Museum New Brunswick	3 <sup>rd</sup> Grade students will enhance their study of geology and earth science.	Stephanie Kandel Allison Velez	4/7/16 morning	46
			Franchesca Hunt Melissa Gubernat Nicole Valera Kathleen Roder 1 para	4/7/16 afternoon	37
CES	Raritan Valley Community College Planetarium Somerville, NJ	First grade students will see planetarium shows and participate in hands- on activities related to their study of the solar system.	Jen Doherty	5/10/16	43
			Jessica Walker Staci Gil	5/11/16	43
			Megan Shapiro Candace Evans Sue Lass Deanna Kindler	5/12/16	66
CES/ EMS	Menlo Mall Edison, NJ	Self-contained classes - Field trip to support activities of daily living.	Alaina Warakomski Kathy Rice + paras	2/12/15	11

**Finance Attachment**  
**Section B1, Professional Development**  
**Section B2, Field Trips**