

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

MEETING AGENDA MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, March 22, 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. Mindler	P
Mr. Lifton	P	Mr. Small	P
Ms. Lunt	P	Mr. Stern	P
Mr. Manley	P		

4. Presentation/Discussion Items

• **Showcase of Success**

- ❖ Metuchen High Ensemble Night Preview – The String Chamber Ensemble, under the direction of Elisabeth McPeak, will play “An Irish Party in Third Class” from the movie, *Titanic*, arranged by Gaelic Storm and adapted by Larry Moore
- ❖ Winter Sports Champs: MHS Girls’ Swimming Team, District 19 Wrestling Winner, and the Boys’ Winter Track Team

• **Presentation**

- ❖ Therapy Dog by Susan LaFauci

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

Mr. Harvier presented the Secretary’s Report, Treasurers Report and the Bill List.

8. Committee Reports

Technology:

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

Policy:

Report given by Mr. Lifton.

Finance:

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

Curriculum:

Report given by Ms. Gibson.

Athletics:

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

9. New Business

Ms. Gibson attended the NJSBA Legislative meeting on Saturday, March 19, 2016. Ms. Gibson shared information on pension reform proposals and Cadillac tax.

Mr. Small asked whether or not the trip to France is proceeding in light of the attacks in Brussels. Yes, the trip is proceeding and leaves on Thursday.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

March 8, 2016	Special Business Meeting (1)
March 8, 2016	Special Executive Session (2)
March 8, 2016	Board Meeting

Mr. Lifton
Motioned

Mr. Manley
Seconded

Motion Carried:

Special Business Meeting Minutes (1) (5-0-3) Mr. Benderly, Mr. Small & Mr. Stern abstained;

Special Executive Session Meeting Minutes (2) (5-0-3) Mr. Benderly, Mr. Small & Mr. Stern abstained;

Board Meeting Minutes (6-0-2) Mr. Benderly & Mr. Stern 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

Julia Salmon, a senior at Metuchen High School read a petition about the change in graduation gown colors. The participants in the petition would like for the graduation colors to remain white (women) and blue (men) instead of blue for everyone. The petition also described how lack of communication about the issue has divided the senior class and the changes should be implemented next year.

Bradley Krause, a senior at Metuchen High School expressed her concern that the senior are not allowed to display their achievements by wearing different tassels during graduation. The only tassels that are allowed are the graduation tassel and National Honor Society cords. Please reconsider this idea. The students work very hard to display this honor.

A discussion was held on changing the color of the gowns, retaking the pictures and the fees associated with that process.

16. Announcements

Mr. Manley read announcements.

17. Motion to Go Into Executive Session

(when applicable)

MEETING ADJOURNED: 9:25 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 A1 - A6**

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

A. PERSONNEL

1. Family Medical Leave Act

Move to approve a family medical leave for Lisa Amend (Paraprofessional) from April 5 through a return date to be determined.

2. Appointment – Priority Substitute

Move to approve the appointment of Kristen Kuhlthau as a priority substitute effective March 14, 2016 through June 30, 2016 at the rate of \$170/day.

3. Appointment – Substitute Teachers

Move to approve the following substitute teachers for the 2015-2016 school year:

Name	Certification
Borow, Marcia	Spanish, French
Delaney, Melissa	Substitute
Movsessian, Danielle	Substitute
Velez, Alison	K-6, Preschool – 3
Vosinas, Nicholas	Substitute

4. Appointment – Substitute Paraprofessionals

Move to approve the following substitute paraprofessionals for the 2015-2016 school year at the rate of \$13.00/hr.

Name	Position
Class, Raquel	Substitute Paraprofessional
Polye, Maryellen	Substitute Paraprofessional

5. Appointment – Substitute Secretary

Move to approve the following substitute secretary for the 2015-2016 school year at the rate of \$11.75/hr.

Name	Position
Koskoski, Linda	Substitute Secretary

6. Summer S.T.R.E.A.M. Staff

Move to approve the appointment of the following teachers for the 2016 Summer S.T.R.E.A.M. program effective July 1, 2016 for prep work and July 5 – 28, 2016 for the program (four days/week) for a stipend of \$4,500 each:

Name	Funding Source
Jackie Salit	Title IA
Melissa Savarese	Title IA
Shawn Doremus	Title IA
Tom Yakowenko	Title IA
Katie McKeown	Title IA
Danielle Weitzner	Title IA
Francesca Hunt	Title IA
Tara Pata	Title IA
Alex Gonzalez	Title IA
Julie Anderson	Enrollment
Candace Evans	Enrollment
Ginny Wetzal	Title IA
Vivian Petrakakos	Title IA
Emily Presuto	Title IA
Christina Wardlow	Enrollment
Janis Lewandowski	Enrollment
Scott Rockhill	Enrollment
Ed Ronk	Enrollment
Jonathan Stevens	Enrollment

Ms. Gibson
Motioned

Mr. Small
Seconded

Motion Carried: (8-0-0)

**Finance Attachment
Section 14, B1 – B8**

B. FINANCE

1. Treasurer of School Monies and Board Secretary’s Reports

Move to approve the Treasurer of School Monies’ Report, Board Secretary’s Report as of January 31, 2016.

2. Payment of Bills

a) Board Secretary’s Certification

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of March 22, 2016 no budgetary line item accounts have obligations and payments which exceed the amount appropriated by the Board of Education.

Michael A. Harvier, Board Secretary

Date

b) Approve the Following Items Submitted by the Board Secretary
Payment of bills and claims, as shown on the attached list(s) that have been certified by the Board of Education and filed in the Business Office.

3. IDEA Grant Carryover

Move to approve the carryover included in the amended 2015-2016 IDEA grant. The allocations are as follows:

IDEA Basic Grant	
Public Funds	\$36,089
Nonpublic Funds	\$36,344

IDEA Preschool Grant	
Public Funds	\$13,079
Nonpublic Funds	\$0

4. Resolution – Integrated Preschool

The Metuchen Board of Education authorizes the Office of Special Services to offer integrated preschool classes for the 2016-17 school year. The district will charge a per pupil rate of \$250 per month for a half day program and \$500 per month for a full day placement, unless the placement is required for special education purposes.

5. No Child Left Behind (NCLB) Grant Application

Move to approve the district’s NCLB Grant Amendment for carry-over to the 2015-2016 school year:

Title	Amount	Description
Title I	\$6,547	Improving Programs (Academically At-Risk students)
Title IIA*	\$8,401	Teacher and Principal Training (Professional Development)

* Metuchen Public Schools receives \$5,012 of the Title II allocation.

6. Parent-Paid Tuition for 2016-2017

Move to approve the parent-paid tuition for the 2016-2017 school year as follows:

Grade	2016-2017
Kindergarten	\$4,777
1 through 8	\$9,555
9 through 12	\$12,127
Children of Employees	2016-2017
Kindergarten	\$2,389
1 through 8	\$4,777
9 through 12	\$6,064

7. Professional Development

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

8. Field Trips

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

Mr. Small
Motioned

Mr. Benderly
Seconded

Motion Carried (8-0-0)

Policy & Curriculum Attachment

Section 14, C1 – C4

Section 14, D1

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for March 7 - 18, 2016.

2. School Bus Emergency Evacuation Drill Reports

Move to accept the report on the completion of the School Bus Emergency Evacuation Drill:

1. 3/9/16 12:15 pm, Edgar Middle School, bus loading/unloading areas E1, E2, E3, E4, E5, E6, E7, E8, supervised by Brian Stike, Assistant Principal.

3. Resolution

Move to elect Merrill Lunt as the Metuchen Board of Education's representative to the Middlesex Regional County Educational Services Commission through May 31, 2016 pursuant to enacted legislation, P. L. 192-1989.

4. First Reading of Policies and Regulations

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

- Policy 1240 Evaluation of Superintendent
- Policy 3221 Evaluation of Teachers
- Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Policy 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- Policy 5337 Service Animals
- Regulation 1240 Evaluation of Superintendent
- Regulation 3221 Evaluation of Teachers

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- Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals

Mr. Lifton
Motioned

Mr. Mindler
Seconded

Motion Carried: C1, C2, C4 (8-0-0)
C3 (7-0-1) Ms. Lunt abstained

D. CURRICULUM

1. Nothing at this time.

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**Finance Attachment
Section B7, Professional Development**

Professional Development for Board Approval							3/22/2016
Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
3/18/2016	3/19/2016	Northeast TURN Labor Management Collaboration Conference	Butler, Michael	EMS	\$ 50.00	Other	
3/18/2015	3/19/2016	"	LaFauci, Susan	MHS	\$ 50.00	Other	
3/18/2015	3/19/2016	"	Azevedo, Suzy	C/O	\$ 50.00	Other	
3/18/2015	3/19/2016	"	Robbins, Evan	MHS	\$ 50.00	Other	
3/18/2015	3/19/2016	"	Miller, Jennifer	EMS	\$ 50.00	FFPI	16-178
3/18/2015	3/19/2016	"	Sarte, Kevin	EMS	\$ 50.00	FFPI	16-173
3/18/2015	3/19/2016	"	Evans, Candace	CES	\$ 50.00	FFPI	16-179
3/18/2015	3/19/2016	"	Paulmenn, Mary Jo	EMS	\$ 50.00	Other	
3/18/2016	3/19/2016	"	Gouveia, Michele	EMS	\$ 65.00	FFPI	16-177
4/7/2015	4/7/2016	Handle with Care - Instructor Recertification	Warakomski, Alaina	EMS	\$ 450.00	Other	
4/7/2015	4/7/2015	All-Hazards Continuity of Operation Workshop	Caputo, Vincent	C/O	\$ -	No cost	
4/7/2015	4/7/2015	All-Hazards Continuity of Operation Workshop	Harvier, Michael	C/O	\$ -	No cost	
4/8/2016	4/8/2016	NJ Collaborative School Leadership Learning Network	Powers, Sean	C/O	\$ -	No cost	
4/8/2016	4/8/2016	"	Caputo, Vincent	C/O	\$ -	No cost	
4/8/2016	4/8/2016	"	Peragallo, Bruce	MHS	\$ -	No cost	
4/8/2016	4/8/2016	"	Karger, Sarah	MHS	\$ -	FFPI	16-180
4/8/2016	4/8/2016	"	Cohen, Rick	C/O	\$ -	No cost	
4/8/2016	4/8/2016	"	Wrublewski, Frank	MHS	\$ 8.00	FFPI	15-181
4/8/2016	4/8/2016	"	Gouveia, Michele	EMS	\$ 15.00	FFPI	16-177
4/8/2016	4/8/2016	"	Sarte, Kevin	EMS	\$ 25.00	FFPI	16-172
4/8/2016	4/9/2016	Rutgers Football Clinic	Ulmer, Robert	MHS	\$ 60.00	FFPI	16-165
4/12/2016	4/12/2016	NJASA Seminar: Emerging Technology: - Connecting The Classroom	Caputo, Vincent	C/O	\$ -	No cost	
4/12/2016	4/12/2016	NJASA Seminar: Emerging Technology: - Connecting The Classroom	Powers, Sean	C/O	\$ -	No cost	

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4/13/2016	4/15/2016	Vanderbilt Counselor Conference	Grauer, Traci	MHS	\$ 209.06	FFPI	16-140
4/14/2016	5/5/2016	NJSDC Aspiring administrators seminars	Zaneto, Nicholas	MHS	\$ 110.00	FFPI	16-170
4/15/2016	4/15/2016	Translating Middle School Life Science Model Science Curriculum Framework into Local Curriculum	Graziano, Judith	EMS	\$ 12.80	FFPI	16-171
4/22/2016	4/22/2016	German Professional Development Day	Elliott, Brian	MHS	\$ 40.00	FFPI	16-169
6/6/2016	6/7/2016	NJACAC Annual School Counselor Conference	Hanbridge, Leigh	MHS	\$ 419.00	FFPI	16-127
7/20/2016	7/22/2016	Guided Inquire for student learning	Bruno, Kristin	EMS	\$ 300.00	FFPI	17-003

**Finance Attachment
Section B8, Field Trips**

School	Destination	Class/Group	Teachers/Advisors	Date(s)	No. of Students
MHS	Princeton University	Students in French classes will attend L'Avant Scene (French Theater Workshop) and see play "Le Dien du Carnage".	A Girin	4/15/16	10
MHS	Queens, NY	Filmmaking Class will visit Museum of the Moving Image to gain historical perspective on film and technical understanding of the filmmaking process.	S. Gallagher A Levy	5/20/16	12
MHS	Museum of Modern Art NY, NY	AP Studio/Innovative Art students will visit MOMA and appreciate art by Van Gogh, Warhol, Dali & more. They will also visit contemporary galleries in Soho to see current artists' work.	K. McKeown M. Poandl C. DeSimone	5/23/16	25
MHS	Robert Wood Johnson Hospital New Brunswick, NJ	Seniors who participated in Safety Ambassadors Program will attend recognition luncheon	D. Scala S. Karger	6/1/16	8
EMS	Campbell School	5 th -8 th grade STREAM students will share what they have learned with 1 st	D. Kindler S. Karger	4/14, 21, 28, 2016	15

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		& 2 nd grade BASC students.		(after school)	
EMS	Trenton, NJ	6 th grade students will visit the Trenton Museum and Planetarium	6 th Grade Team	6/16/16	198
CES	United Nations Headquarters NY, NY	4 th Grade students will participate in Children's UN Tour featuring the work of the Security Council, Human Rights and Sustainable Goals, etc.	A Gonzalez J. Anderson K. Pearsall (para) T. Jacobson	5/18/16	24