

**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, May 10, 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 School Jazz Band under the direction of Mr. John Messenger played "Move" by Miles Davis
- ❖ 2016 National Spanish Exam Gold Level Winners were introduced by Ms. Christine DeSimone

Edgar Middle School

- Sarai Romero
- Annabella Russo
- Yukthi Sangoi

Metuchen High School

- William Hoover

- **Presentations**

- ❖ Long-Range World Language Plan presented by Ms. Christine DeSimone
- ❖ Assessment Results (3rd of 3) presented by Mr. Rick Cohen

5. Report of the President of the Board of Education

Mr. Lifton & Mr. Benderly attended the Edgar PTO Meeting which honored PTO, PTC, MEF volunteers. It was an enjoyable evening and they look forward to participating in future programs.

6. Report of the Superintendent of Schools

Dr. Caputo thanked everyone for their comments and feedback on the presentations.

7. Report of the Business Administrator/Board Secretary

Nothing at this time.

8. Committee Reports

Technology:

Report given by Ms. Gibson.

Policy:

The policy committee has not met since the last board meeting.

Finance:

Report given by Mr. Small.

Curriculum:

Report given by Ms. Gibson.

Athletics:

The athletic committee has not met since the last board meeting.

Personnel:

The personnel committee met before the board meeting. Information will be discussed during future agendas.

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 26, 2016	Special Business Meeting (1)
April 26, 2016	Special Executive Meeting (2)
April 26, 2016	Special Executive Meeting (3)
April 26, 2016	Board Meeting

Mr. Lifton
Moved

Mr. Benderly
Seconded

Motion Carried:

Special Business Meeting Minutes (1) (8-0-0)

Special Business Meeting Minutes (2) (8-0-0)

Special Business Meeting Minutes (3) (7-0-1) Mr. Manley Abstained

Board Meeting Minutes (8-0-0)

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

Nothing at this time.

16. Announcements

Announcements read by Ms. Lunt.

17. Motion to Go Into Executive Session

(when applicable)

MEETING ADJOURNED: 9:51 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-A10**

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 Caren Falco, Nurse at Campbell Elementary School from May 2, 2016 to June 30, 2016.

2. Retirement – Certificated Staff

Move to accept with regret the retirement of Caren Falco, Nurse at Campbell Elementary School effective July 1, 2016.

3. Retirement – Certificated Staff

Move to accept with regret the retirement of Nora Ruhno, Special Education Teacher at Metuchen High School effective July 1, 2016.

4. Resignation – Certificated Staff

Move to approve the resignation of James Smith, Science Teacher at Metuchen High School effective June 30, 2016.

5. Salary Adjustment – Certificated Staff

Move to approve a salary increase for Sarah Karger from Step 3-H, \$64,961 to Step 4-H, \$66,508 as result of earning a M+30 credits, effective May 1, 2016.

6. Reappointment – Non-Tenured Administrators

Move to approve the reappointment the following non-tenured administrators for the 2016-2017 school year as shown on attachment 1.

7. Reappointment – Non-Tenured Teachers

Move to approve the reappointment of the following non-tenured teachers for the 2016-2017 school year as shown on attachment 2.

8. Appointment – Long Term Substitute

Move to approve Elaine Goldstein as a Long Term Substitute for Janet Irenski (LDTC) at the rate of \$80/day for days 1-20 and \$266.04/day for days 21 through the end of assignment. Days 1-20 include continuous coverage for Liz DeMott and Janet Irenski effective April 13, 2016.

9. Appointment Substitute Teachers

Move to approve the appointment of the following substitute teachers listed below for the 2015-2016 school year:

Name	Certificate(s)
Michaliszyn, Henry	Substitute

10. Appointment – Bus Aide

Move to approve the appointment of Edward Wetzel as a bus aide for the 2015-2016 school year, effective May 11, 2016 at the rate of \$12.29/hr.

Dr. Caputo thanked Ms. Falco and Ms. Ruhno for their years of service. On behalf of the Board of Education, Mr. Lifton wishes Ms. Falco and Ms. Ruhno a healthy and happy retirement.

Ms. Gibson	Mr. Manley
Moved	Seconded

Motion Carried:

A1, A2, A3, A4, A5, A8, A9, A10 (8-0-0)
A6 (6-1-1) Mr. Small voted no and Mr. Manley abstained on the Assistant Superintendent recommendation
A7 (7-0-1) Ms. Lunt abstained on voting for Ms. Craig recommendation

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

B. FINANCE

1. Resolution Rejecting Bid for Emergency Generator for Metuchen High School

WHEREAS, the Metuchen School District publicly advertised for bids for a single overall contract for Emergency Generator for Metuchen High School; and

WHEREAS, on April 14, 2016 five (5) bids were received and publicly opened; and

WHEREAS, after said opening of the bids, the District found DEE-EN Electrical Contracting bid non-conforming; and

WHEREAS, the District hereby finds that the bid must be rejected as there are missing pages in the bid form which result in the failure to bid all of the alternates;

NOW THEREFORE LET IT BE RESOLVED on this 10th day of May 2016 by the Board of Education of the Metuchen School District that the bid received by DEE-EN Electrical Contracting on April 14, 2016 for an Emergency Generator at Metuchen High School be rejected.

2. Resolution Awarding Emergency Generator Contract for Metuchen High School

WHEREAS, the Metuchen School District publicly advertised for bids for a single overall contract for Emergency Generator for Metuchen High School; and

WHEREAS, on April 14, 2016 five (5) bids were received and publicly opened; and

WHEREAS, Power with Prestige, Inc. submitted the lowest conforming bid; and

WHEREAS, The Board of Education has determined to accept Alternate #4 and #5 and to not to accept all other Alternates bid;
NOW THEREFORE LET IT BE RESOLVED on this 10th day of May 2016 by the Board of Education of the Metuchen School District that Power with Prestige, Inc. be awarded the contract for the Emergency Generator at Metuchen High School in the amount of \$141,600, consisting of a base bid of \$138,000 and Alternates #4 bid of \$1,800 and #5 of \$1,800.

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
Motioned

Mr. Benderly
Moved

Motion Carried: (8-0-0)

**Policy Attachment
Section 14, C1-C3**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for April 25 – May 6, 2016.

2. Harassment, Intimidation, and Bullying

Move to affirm the findings of the previously reported cases:

- EMS041516001

3. First Reading of Policies and Regulations

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

- Policy #0167 Public Participation in Board Meetings
- Policy #2422 Health and Physical Education
- Policy #5310 Health Services
- Policy #8462 Reporting Potentially Missing or Abused Children
- Regulation #5310 Health Services
- Regulation #8462 Reporting Potentially Missing or Abused Children
- Policy #2425 Physical Education (ABOLISH)

Mr. Lifton
Motioned

Ms. Lunt
Moved

Motion Carried:

C1 & C3 (8-0-0)

C2 (7-0-1) Mr. Small Abstained

**Curriculum Attachment
Section 14, D1**

D. CURRICULUM

1. Nothing at this time.

**Personnel Attachment
Section 14, A6**

Reappointment of Non-tenured Administrators for the 2016-2017 School Year

Name	School	Assignment	Tenure Date	2016-2017 Salary
Rick Cohen	Central Office & Moss School	Assistant Superintendent & Principal/Moss	7/2/2016	\$137,278 (2015-16 salary – 2016-17 salary TBD)
Brooke Kirschner	Campbell School	Assistant Principal	10/16/2016	\$109,940
Tiffany Jacobson	District	Supervisor of ELA, Social Studies & ESL	3/18/2018	\$103,019
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

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**Personnel Attachment
Section 14, A7**

Reappointment of Non-tenured Teachers for the 2016-2017 School Year

Name	School	Assignment	Tenure Date	2016-17 Step/Salary
Butler, Lauren	MHS	Phys. Ed./Health	9/1/2016	3-G, \$62,651
Craig, Patricia	MHS	Spanish	9/1/2016	3-J, \$74,831
Reisman, Jaclyn	MHS	Special Ed/Math	9/1/2016	1-C, 52,268
Evans, Candace	CES	Classroom Teacher	9/1/2016	3-C, \$54,881
Anderson, Sarah	Moss	Kindergarten	9/1/2016	3-D, \$56,141
Trapanese, Alissa	Moss	School Psychologist	11/2/2016	4-H, \$68,013
Elliott, Brian	MHS/EM S	German	10/29/2017	4-M, \$91,531
Calantoni, Karen	EMS	Learning Disabilities Teacher Consultant	9/1/2017	3-B, \$54,041
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	EMS/MH S	Art	9/1/2017	3-B, \$54,041
Lopes, Sofia	CES	Classroom Teacher	9/1/2018	2-B, \$52,755
Roder, Kathleen	CES	Special Education	9/1/2018	2-D, \$54,805
Santasieri, Erin	CES	Classroom Teacher	9/1/2018	1-C, \$52,268
McCorkle, Michelle	MHS	Athletic Trainer	8/14/2018	3-D, \$56,141
Doremus, Shawn	MHS	English	9/1/2018	1-C, \$52,268
McPeak, Elisabeth	MHS	Music/Strings	9/1/2018	4-C, \$56,188

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Schlavis, William	MHS	Social Studies	9/1/2018	3-G, \$62,651
Wagenblast, Eileen	MHS	English	9/1/2018	3-C, \$54,881
Walters, Kristine	MHS	School Nurse	9/1/2018	1-B, \$51,468
Murray, Chad	MHS	Math	9/18/2018	3-L, \$86,575
McLaughlin, Beth	EMS	Special Education	9/1/2018	1-B, \$51,468
O'Brien, Kelley	EMS	Classroom Teacher	9/1/2018	2-C, \$53,575
Peckhardt, Christofer	EMS	Music	9/1/2018	1-B, \$51,468
Little, Maryrose	EMS	Library Media Specialist	10/21/2018	3-I, \$70,421

Name	School	Assignment	Tenure Date	2016-17 Step/Salary
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
Flynn, John	CES	Music	9/1/2019	1-B, \$51,468
Peleg, Sivan	Moss	Integrated Pre-school	9/1/2019	1-H, \$63,268
North, Jennifer	EMS	Special Education	12/2/2019	3-J, \$74,831
Seibles, Josette	MHS	Chemistry	1/5/2020	5-F, \$62,005
Jensen, Sarah	Moss	.5 Pre-school Handicapped	2/25/2020	3-G, .5 = \$31,326

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

Professional Development for Board Approval						5/10/16		
Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #	
1/11/2016	1/12/2016	Google Educator - Certification Boot Camp	Menafro, Suzanne	EMS	\$ 361.00	FFPI	16-091	
5/12/2016	5/12/2016	Equity in Excellence: The Pressure of Student Perfection	Azevedo, Suzy	C/O	\$ 40.00	Other		
5/17/2016	5/17/2016	Victory Road	Erbig, Christian	MHS	\$ -	No cost		
5/18/2016	5/18/2016	Athlete Cardiac Screening with Dr. Matthew Martinez	McCorkle, Michelle	MHS	\$ 12.58	FFPI	TBD	
5/23/2016	5/23/2016	Peer Observation	Abbott, Beth	MHS	\$ -	No cost		
5/23/2016	5/23/2016	Physical and health education visit	Ulmer, Robert	MHS	\$ -	No cost		
5/24/2016	5/24/2016	Counselor Breakfast Duke, Georgetown, Harvard, Penn and Stanford	Hanbridge, Leigh	MHS	\$ -	No cost		
5/24/2016	5/24/2016	Middlesex County Anti-Bullying Coordinators meeting	Cheung, Judith	MHS	\$ -	No cost		
5/25/2016	5/25/2016	17th Annual Writing Conference	Wagenblast, Eileen	MHS	\$ 55.00	FFPI	16-195	
6/1/2016	6/1/2016	Understanding & Planning for School Bomb Incidents	Caputo, Vince	C/O	\$ -	No cost		
6/1/2016	6/1/2016	Understanding & Planning for School Bomb Incidents	Harvier, Mike	C/O	-	No cost		
6/3/2016	6/3/2016	Focus on Writing Craft	Wagenblast, Eileen	MHS	\$ 150.00	FFPI	16-196	
6/9/2016	6/9/2016	Robotics Day for Grades K-12	Stevens, Jonathan	MHS	\$ 50.00	FFPI	16-197	
6/11/2016	6/12/2016	CrossFit Kids Certification Trainer Course	Butler, Lauren	MHS	\$ 820.00	FFPI	16-192	
6/18/2016	6/18/2016	Managing Diabetes in Children Educational Seminar for Nurses	Walters, Kristine	MHS	\$ 210.00	FFPI	16-198	
7/13/2016	7/14/2016	2nd Annual Data Forward Summer Institute	Powers, Sean	C/O	\$ 225.00	Other		

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7/13/2016	7/14/2016	NJ Data Forward Summer Institute	Glutz, Kathryn	EMS	\$ 225.00	Other	
7/13/2016	7/14/2016	NJ Data Forward Summer Institute	Stike, Brian	EMS	\$ 225.00	Other	
7/27/2016	7/27/2016	EdCamp: Reimagine Learning: The Time is Now	Powers, Sean	C/O	\$ -	No cost	

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

School	Destination	Class/Group	Teachers/Advisors	Date(s)	No. of Students
MHS	Campbell School	Senior BTCTE Club Members will teach CES students about developing nations.	E. Robbins	5/13/16	12
MHS	Campbell School	Art Students will complete the painting of a wall mural.	K. McKeown	5/25/16	20
MHS	Gran Centurion Clark, NJ	Junior Student Council and Select Art Students will decorate for the Prom.	K. McKeown	5/26/16	15
MHS	Campbell School	Spanish 5 Communications and International Foods Classes will participate in project with 4 th graders concerning immigration.	R. Kamin B. Stanski	5/31/16	24
MHS	Dorney Park and Wildwater Kingdom, PA	Annual Senior Trip allows seniors to bond before graduation	C. Wardlow B. Peragallo J. Cathcart C. Giddes, V. Gazda P. Glave	6/15/16	173
EMS	Beana's Restaurant Rahway, NJ	Spanish Club students will be able to experience the culture and foods of Mexico.	A Smith K. Sarte	6/14/16	26
CES	EMS	4th grade students will attend 5 th grade orientation at EMS.	S. Canter, T. Pata A Gonzalez K. Holleran E. Santasieri	5/20/16	164

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			M. Savarese T. Yakowenko		
CES	Metuchen H.S.	3rd graders will listen to the high school music performance and attend Music Shop Demo	M. Bethe, F. Hunt M. Fiore, S. Kandel N. Valera, K. Wong D. Weitzner	5/31/16 Morning & afternoon sessions	163 total