

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

MEETING AGENDA

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, December 15, 2015

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. Matise	P
Ms. deVries	P	Ms. McGuire	P
Ms. Gibson	P	Mr. Small	P
Ms. Lanton	P	Mr. Stern	P
Mr. Lifton	P		

4. Presentation/Discussion Items

• **Showcase of Success**

❖ MHS Winter Concert Preview

Ms. Christine DeSimone introduced the Metuchen High School Choir. Under the direction of Ms. Stefeny Krumbholz, the choir performed "Christmas Star."

❖ MHS Fall Sports Champs: Marching Band

Mr. John Flynn introduced the Pride of Metuchen High School Marching Band and Color Guard. The marching band and color guard won the Tournament of Bands Atlantic Championship with a score of 94.01 in High Music, High Visual, Best Drumline and Best Color Guard.

- **Presentations**

- ❖ Audit 2014-2015: Mr. Robert Foder, a representative from Baker Tilly LLP presented the results of the 2014-2015 school year audit. The audit was “clean” with no significant findings to the report.
- ❖ Mr. Cohen presented PARCC Results.

5. Report of the President of the Board of Education

Mr. Lifton acknowledged Ms. Matise and Ms. Lanton for their 3½ years of service as Metuchen Board of Education Board Members.

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, Treasurer’s Report and Bill List.

8. Committee Reports

Technology:

Report given by Ms. Matise.

Policy:

Ms. Gibson reported that the committee has not met since the last Board meeting.

Finance:

Report given by Mr. Small.

Curriculum:

Report given by Mr. Benderly.

Athletics:

Report given by Ms. de Vries.

Personnel:

Report given by Mr. Lifton.

9. New Business

Ms. Matise thanked the crossing guards.

10. Old Business

Dr. Caputo introduced Chrisitan Erbig, Social Studies Leave Replacement at MHS, Ms. Stephanie Kandel, 3rd Grade Leave Replacement at CES, and Dr. Josette Seibles, Chemistry Teacher at MHS.

11. Minutes

Move to approve the minutes of the following meetings:

November 24, 2015	Special Business Meeting
November 24, 2015	Executive Session
November 24, 2015	Board Meeting

Mr. Lifton Ms. Gibson
Motioned Seconded Motion Carried (9-0)

12. Meeting Open to the Public

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

Ms. Ann Murphy found the information on PARCC very informative and asked for the information regarding which 11 states participating in PARCC assessments be listed on the website. Mr. Benderly Googled the 11 states and listed them.

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

Ms. Lanton read a list of announcements.
Merry Christmas & Happy New Year!

17. Motion to Go Into Executive Session

(when applicable)

Meeting Adjourned 10:03 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-A16**

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

A. PERSONNEL

1. Leave Replacement Extension – Certificated Staff

Move to approve the extension of the maternity/childcare leave of absence for Michelle Bethe (3rd Grade Teacher at Campbell Elementary School) from December 23, 2015 to March 21, 2016. (Agenda 4/14/15, Section XIV, A4)

2. Resignation – Certificated Staff

Move to accept the resignation of Frank Minnella, Teacher of Industrial Arts/Technology Education at Metuchen High School effective February 8, 2016.

3. Resignation – Non-Certificated Staff

Move to accept the resignation of Gerard Haney, Paraprofessional at Edgar Middle School effective January 4, 2016.

4. Resignation - Custodian

Move to accept the resignation of Miguel Gonzalez as a Custodian effective December 20, 2015.

5. Resignation - Custodian

Move to accept the resignation of Ana Maria Navarro as a Custodian effective December 30, 2015.

6. Appointment - Paraprofessional

Move to approve the appointment of Kathy Pearsall as a paraprofessional effective December 16, 2015 at the rate of \$16.61/hr.

7. Appointment - Paraprofessional

Move to approve the appointment of Rachel Valovcin as a paraprofessional effective January 4, 2016 at the rate of \$16.61/hr.

8. Appointment – Substitute Teachers

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

Name	Certificate
Giurgius, Hany	Substitute
Kuhlthau, Kristen	Physical Education/Health
Spiegel, Matthew	Substitute

9. Appointment – Substitute Custodian

Move to approve the appointment of Michelle Kleiman as a substitute custodian for the 2015-2016 school year at the rate of \$10.00/hr.

10. Appointment – Substitute Custodian

Move to approve the appointment of Aurelia Ramos as a substitute custodian for the 2015-2016 school year at the rate of \$10.00/hr.

11. Appointment – Volunteer Coach

Move to approve Tyrone Ross, Jr. as a volunteer winter track coach for the 2015-2016 school year.

12. Rescission – Co-Curricular Club

Move to approve the rescission of Lauren Korellis as 0.5 Junior Class Advisor at Metuchen High School for the 2015-2016 school year.
(Agenda 7/14/15, XIV, A5)

13. Co-Curricular Club

Move to approve Katie McKeown as 0.5 Junior Class Advisor at Metuchen High school for the 2015-2016 school year stipend of \$1,305.

14. Rescission – Co-Curricular Club

Move to approve the rescission of Traci Grauer as National Honor Society Advisor at Metuchen High School for the 2015-2016 school year:
(Agenda 7/14/15, XIV, A5)

15. Co-Curricular Club

Move to approve Lauren Volosin as the National Honor Society Advisor (1) at Metuchen High School for the 2015-2016 school year stipend of \$2,084.

16. Leave Replacement

Move to approve Allison Velez as a leave replacement for Michelle Bethe (3rd Grade Teacher at Campbell Elementary School) from January 4, 2016 through March 21, 2016 at the rate of \$266.04/day.

Mr. Lifton
Motioned

Mr. Small
Seconded

Motion Carried (9-0)

Finance Attachment
Section 14, B1-B9

14. Recommendations of the Superintendent of Schools

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

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 October 31, 2015.

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 December 15, 2015 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. Budget Transfers

Move to approve budget transfers effective October 31, 2015.

4. Acceptance of the 2014-2015 School Year Audit (CAFR)

Move to accept the Comprehensive Audit Financial Report (CAFR), the accompanying Report to Management, and the synopsis prepared by the Superintendent, the Business Administrator, and Baker Tilly LLP, with no corrective action necessary for the fiscal year that ended June 30, 2015.

5. Professional Development

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

6. Field Trips

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

7. Out of District Student Placement

Move to approve student 2019520 at Collier Middle School for the remainder of the school year for the pro-rated amount of \$36,540 effective December 2, 2015.

8. Achievement Coaches Program

Move to approve the district's application for the 2015-2016 NJ Achievement Coaches Training Program in the amount of \$64,721.

9. Rejecting All Bids for a New Emergency Generator at Metuchen High School

WHEREAS, the Metuchen School District ("the District") publicly advertised for bids for a single overall construction contract for the procurement and installation of a new emergency generator at Metuchen High School ("the project"); and

WHEREAS, on November 20, 2015, four (4) bids were received for the aforementioned project and publicly opened (collectively "the bids"); and

WHEREAS, after said opening of the bids, the District found all bids to be in excess of the allocated funding for the project; and

WHEREAS, the District hereby finds that all bids must be rejected because they are all in excess of the allocated funding for the project.

NOW, THEREFORE, BE IT RESOLVED, on this 15th day of December, 2016, by the Board of Education of the Metuchen School District that all bids received on November 20, 2015 for a new emergency generator at Metuchen High School be rejected.

Mr. Small
Motioned

Ms. Lanton
Seconded

Motion Carried (9-0)

Board Meeting Minutes – December 15, 2015

Finance Attachment
Section B5, Professional Development

Professional Development for Board Approval					12/15/15		
Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
11/30/2015	2/8/2016	102 - SEL Pedagogy and Practice,	Thomas, Margaret	CES	\$ 240.00	FFPI	16-099
12/3/2015	12/4/2015	US All Star Track and Field and Cross Country Clinic	Holleran, Kelli	CES	\$ 99.00	FFPI	16-100
12/3/2015	12/3/2015	Small Grants Award Ceremony on Thursday, December 3, from 11:00am-1:00pm	Gouveia, Michele	EMS	\$ -	No cost	
12/3/2015	12/3/2015	Small Grants Awards Ceremony	Stoner, Marsha	EMS	\$ -	No cost	
12/11/2015	12/11/2015	Tools of the Mind Scaffolded Writing in Pre-K and K Site Visit	Cohen, Richard	C/O	\$ -	Other	
12/11/2015	12/11/2015	Long Branch TOM literacy	Peleg, Sivan	Moss	\$ -	Other	
1/6/2016	1/6/2016	8th Annual Special Education and Mathematics Conference "Assessing the Common Core-Now What?"	Reisman, Jaclyn	MHS	\$ 179.00	FFPI	16-103
1/26/2016	1/26/2016	Using Guided Math to Differentiate Math Instruction	Jacheo-Smith, Rebecca	CES	\$ 239.00	FFPI	16-102
2/8/2016	2/8/2016	What's new in young adult literature	Bruno, Kristin	EMS	\$ 245.00	FFPI	16-098
2/18/2016	2/20/2016	New Jersey Music Educators Annual Conference	Flynn, John	CES	\$ 165.00	FFPI	16-105
2/21/2016	2/23/2016	Nothing But Nets Champion Summit	Anderson, Julie	CES	\$ 293.00	FFPI	16-106
2/21/2016	2/23/2016	Nothing But Nets Champion Summit	Gonzalez, Alexandra	CES	\$ -	No cost	
2/22/2016	2/23/2016	NJAHPERD Annual	Gazda, Valerie	MHS	\$ 175.00	FFPI	16-104

Board Meeting Minutes – December 15, 2015

		Convention					
2/23/2016	2/24/2016	Master Schedule Building Workshop	Azevedo, Suzy	C/O	\$ -	No cost	

**Finance Attachment
Section B6, Field Trips**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Middletown South High School Middletown, NJ	9 th -12 th grade students will attend Victory Road Leadership Training – “Breaking Boundaries Beyond Expectations”	J. Cathcart E. Wagenblast	12/16/15	8
MHS	Bristol Myers Squibb Children’s Hospital New Brunswick, NJ	9 th – 12 th grade students from the Italian Club, Culture Club and Foods lasses will deliver donations of gifts & gingerbread houses to the pediatric hospital.	D. Scala R. Kamin B. Stanski	12/17/15 (After school)	10-20
MHS	Amazing Escape Room Princeton, NJ	9 th – 12 th grade Student Outreach Club members will learn problem solving and team building.	J. Reisman S. Karger 2 paras	1/27/16	20
MHS	Nashville, TN	9 th – 12 th grade music students (band, orchestra and chorus) will perform and attend workshops.	J. Messenger S. Kromholz E. McPeak	3/31 – 4/3/2016	50-75
EMS	Far Hills Country Day School Far Hills, NJ	5 th & 6 th grade Math Club students will participate in a math competition including individual and team rounds.	V. Araneo	1/11/16	12
EMS	St. Joseph’s H.S. Metuchen, NJ	7 th and 8 th grade students will compete in Annual Math Competition	L. McCadden	1/16/16 (Saturday)	10
EMS	Livingston Campus, Rutgers Piscataway, NJ	6 th grade Gifted & Talented Class students will be presenting in the Future City Competition	E. Ronk	1/16/16 (Saturday)	25
EMS	Union County College Cranford, NJ	7 th & 8 th grade students will compete in regional “Math Counts” organization competition	L. McCadden	2/20/16 (Saturday)	4

