

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**BOARD MEETING MINUTES**

**of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**Tuesday, April 10, 2018  
8:00 PM**

**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
Mr. Glassberg	A	Ms. McGuire	P
Ms. Killean	P	Mr. Small	A
Mr. Lifton	P	Mr. Suss	P
Ms. Lunt	A		

**4. Presentation/Discussion Items**

**Presentation**

- Moss School of Character – Mr. Cohen

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

The district leadership team is expanding to include school leadership teams. The board retreat is scheduled for April 17<sup>th</sup> at the board office at 8:00 pm. The county business administrator approved the waiver on the tax cap. Mr. Benderly thanked Dr. Caputo and Mr. Harvier for their hard work during this budget process.

**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, curriculum and athletics committees have not met since the last board meeting.

Finance: Report given by Mr. Benderly

**9. New Business**

Nothing at this time.

**10. Old Business**

Mr. Manley highlighted data regarding full-day kindergarten.

**11. Minutes**

Move to approve the minutes of the following meetings:

March 27, 2018	Special Business Meeting (1)
March 27, 2018	Special Executive Meeting (2)
March 27, 2018	Board Meeting

Mr. Benderly

Moved

Mr. Manley

Seconded

Motion Carried: (5-1-0) Ms. McGuire abstained.

**12. Meeting Open to the Public**

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

Ms. Cook thanked the board for trying to get more money and resources from the state for the students.

Ms. Alvarez thanked the board for all of their hard work, especially Mr. Harvier.

**13. Meeting Open to the Public**

*(for comment on the recommendations of the Superintendent of Schools)*

**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. Suss read announcements.

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

*(when applicable)*

Mr. Benderly

Moved

Ms. Killean

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 safety, security and personnel issues and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED: 9:00 PM

**Personnel Attachment**  
**Section 14, 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. Maternity/Childcare Leave of Absence**

Move to approve the maternity/childcare leave of absence for Lauren Volosin, English Language Arts Teacher at Metuchen High School from August 29, 2018 through November 21, 2018.

**2. Extension Medical Leave of Absence**

Move to approve a medical leave of absence extension for Theresa Nemeth, Administrative Secretary to the Superintendent to April 30, 2018. (Agenda 2/13/18, Section 14, A6)

**3. Appointment – Non-Certificated Staff**

Move to approve Christine Lee as a Paraprofessional at Campbell Elementary School effective April 9, 2018 through June 30, 2018, at the salary of \$19,556/yr. (pro-rated).

**4. Reassignment – Non-Certificated Staff**

Move to approve the reassignment of Joseph DiMeglio, from out of district Paraprofessional to Paraprofessional at Metuchen High School effective April 9, 2018 through June 30, 2018, at the salary of \$19,633/yr. (pro-rated).

**5. Change of Pay Rate – Substitute Teacher**

Move to approve the pay rate and certification for Douglas Swift, substitute teacher, effective April 1, 2018: (Agenda 8/29/18, Section 14, A7)

<b>From:</b> \$85/day – substitute with degree
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<b>To:</b> \$90/day – elementary certification
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**6. Appointment – Certificated Staff**

Move to approve Ashley Doctor as a Special Education Teacher at Campbell Elementary School effective April 12, 2018 through June 30, 2018, Step 3-A, at the salary of \$53,254/yr. (pro-rated).

Mr. Manley  
Moved

Mr. Lifton  
Seconded

Motion Carried: (6-0-0)

**Finance Attachment  
Section 14, B1-B5**

**B. FINANCE**

**1. Out of District Placement**

Move to approve the following out of district placement for the 2017-2018 school year effective April 9, 2018:

Student	School	Tuition
02017076	Piscataway Regional Day	\$79,020 (pro-rated)

**2. Nonpublic Technology**

Move to approve the following nonpublic technology for the 2017-2018 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction.

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral School	CDW	6	4368418	Aruba AP-315 Wireless Access Point	\$487.40	\$2,924.40
St. Francis Cathedral School	CDW	6	4362574	HPE Foundation Care Next Business Day Ex. Service	\$39.76	\$238.56
St. Francis Cathedral School	CDW	7	4361295	Aruba AP-305 Wireless Access Point	\$386.56	\$2,705.92
St. Francis Cathedral School	CDW	7	4669198	HPE Foundation Care Next Business Day Ex. Service	\$28.00	\$196.00
St. Francis Cathedral School	Dell Corporation	3	450-AENV	65 Watt 3 Prong AC Adapter w/6ft power cord	\$44.99	\$134.97

**3. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2017-2018 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction.

School	Vendor	QTY	Item #	Description	Price	Total
St Francis Cathedral School	Quality 1st Basements		NA	Lift & Level Uneven Exterior Concrete		\$4,799.60
St Francis Cathedral School	Quality 1st Basements		NA	Divert Surface Water Away from Joints		\$1,800.00
				Discount		(\$659.96)

**4. Professional Development**

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

**5. Field Trips**

Move to approve the following field trips for students in the Metuchen School District as listed below:

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School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Homewood Suites Eatontown, NJ	Yearbook Club students will attend Cover Workshop to plan next year's yearbook.	A Levy	4/24/18	10
MHS	New York, NY	Government, European History and Drama Club students will see "Come from Away" – tells the story of 9/11.	E. Robbins S. Doremus	5/22/18 (evening)	50
EMS	TD Bank Stadium Bridgewater, NJ	6 <sup>th</sup> Grade students will attend "Education Day" at the Somerset Patriots stadium. They will complete packets regarding how baseball relates to math, science, language arts and social studies	6 <sup>th</sup> grade team & nurse	6/6/18	178
CES	Metuchen H.S.	Grade 3 students will attend Music Department Demo Show at the High School	3 <sup>rd</sup> grade teachers and paras	4/27/18	167

Mr. Benderly  
Moved

Mr. Suss  
Seconded

Motion Carried: (6-0-0)

**C. POLICY**

**1. Harassment, Intimidation, and Bullying**

Move to affirm the findings of the previously reported cases:

- EMS021618001
- CES030118001

**2. Second Reading of Policies**

Move to approve the second reading of the following policies:

- Policy 0164 Conduct of Board Meeting
- Policy 9242 Use of Electronic Signatures
- Policy 3134 Assignment of Additional Duties
- Policy 3160 Physical Examination
- Policy 3270 Professional Responsibilities
- Policy 3212 Attendance

**3. Corrective Action Plan**

In compliance with NJQSAC governance indicator 5, move to approve the following Corrective Action Plans:

- Targeted Review Report for Child Find Requirements for 2015-2016
- Complaint Investigation #C2018-5875
- Special Education Medicaid Initiative (SEMI) to maximize revenue

**D. CURRICULUM**

1. Nothing at this time.

Mr. Suss  
Moved

Ms. McGuire  
Seconded

Motion Carried: (6-0-0)

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**Finance Attachment  
Professional Development, B5**

Professional Development for Board Approval					4-10-18		
Start Date	End Date	Activity Title	Last, First Name	Bldg	Requested	Payment Method	FFPI #
4/18/2018	4/18/2018	Change in Date due to Snow - Executive Function, ADHD & Stress in the Classroom	Logan, Karen	EMS	199.99	FFPI	18-149
4/18/2018	4/18/2018	Help Your Students Develop Self-Regulation Skills to Improve Behavior and Increase Learning	Strauss, Robert	CES	\$ 239.00	FFPI	18-167
4/18/2018	4/18/2018	Teaching the Whole Child	Caputo, Vincent	C/O	\$ -	No cost	
4/18/2018	4/18/2018	Teaching the Whole Child	Khoudja, Derek	C/O	\$ -	No cost	
4/18/2018	4/18/2018	Teaching the Whole Child	Donohue, Linda	EMS	\$ 25.00	FFPI	18-168
4/20/2018	4/20/2018	LGBTQ Youth: Clinical Strategies to Support Sexual Orientation and Gender Identity	Hixson, Virginia	MH S	\$ -	No cost	
5/16/2018	5/16/2018	Best, Specially Designed Instruction Strategies to Strengthen Your CO TEACHING	Elton, Andrea	EMS	\$ 274.00	FFPI	18-169
5/18/2018	5/18/2018	NJASECD Building Community Through Character!	Levin, Lisa	CES	\$ 172.68	FFPI	18-170
5/18/2018	5/18/2018	NJASECD Building Community Through Character!	Spak, Jennifer	CES	\$ 149.00	FFPI	18-171
5/18/2018	5/18/2018	Community Based Instruction	Herzog, Tania	C/O	\$ -	No cost	
5/30/2018	5/30/2018	GSCS Annual Meeting - "Education in NJ: There Must be an Easier Way"	Harvier, Mike	C/O	\$ -	No cost	
5/30/2018	5/30/2018	GSCS Annual Meeting - "Education in NJ: There Must be an Easier Way"	Caputo, Vincent	C/O	\$ -	No cost	