

**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, April 26, 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	P
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**
 - ❖ Music by Campbell Elementary School Advanced Strings Trio
- **Presentation**
 - ❖ Dr. Caputo and Mr. Harvier presented the 2016-2017 Budget

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:

Report given by Ms. Gibson.

Policy:

Report given by Mr. Lifton

Finance:

Report given by Mr. Small

Curriculum:

Report given by Ms. McGuire

Athletics:

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

9. New Business

Ms. Gibson congratulated Dr. Caputo on his position as President-Elect for NJASCD.

10. Old Business

Nothing at this time.

11. Minutes

Move to approve the minutes of the following meetings:

April 12, 2016	Special Business Meeting (1)
April 12, 2016	Special Executive Meeting (2)
April 12, 2016	Board Meeting

Mr. Lifton
Motedioned

Mr. Benderly
Seconded

Motion Carried:

Special Business Meeting Minutes (1) (7-0-2) Ms. Gibson & Mr. Small Abstained

Special Executive Meeting Minutes (2) (7-0-2) Ms. Gibson & Mr. Small

Abstained

Board Meeting Minutes (8-0-1) Ms. Gibson 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

Nothing at this time.

16. Announcements

Mr. Manley read announcements.

17. Motion to Go Into Executive Session

(when applicable)

Mr. Lifton	Mr. Benderly
Motioned	Seconded

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

MEETING ADJOURNED: 9:06 PM

**Personnel Attachment
Section 14, A1-A5**

14. Recommendations of the Superintendent of Schools

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

A. PERSONNEL

1. Retirement – Non-Certificated Staff

Move to accept with regret the retirement of Donna Ohlson, Secretary at Edgar Middle School effective July 1, 2016.

2. Retirement – Certificated Staff

Move to accept with regret the retirement of Diane Goldberg, English Language Arts Teacher at Edgar Middle School effective July 1, 2016.

3. Maternity/Childcare Leave of Absence Extension

Move to approve the extension of the maternity/childcare leave of absence for Rebecca Flowers (Metuchen Intervention Preschool Teacher) (MIPP) at Moss School, for the 2016-2017 school year.

4. Maternity/Childcare Leave of Absence Extension

Move to approve the extension of the maternity/childcare leave of absence for Lindsay Kenyon, Math Teacher at Edgar Middle School, for the 2016-2017 school year.

5. Appointment – Certificated Staff

Move to approve the appointment of Ann Lezama as a Chemistry Teacher at Metuchen High School effective August 31, 2016 at the salary of Step G-3, \$62,651.

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

Ms. Gibson
Motioned

Mr. Manley
Moved

Motion Carried (9-0-0)

**Finance Attachment
Section 14, B1-B3**

B. FINANCE

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

Move to approve the Treasurer of School Monies' Report, and Board Secretary's Report as of February 29, 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 April 26, 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. Budget Transfers

Move to approve budget transfers effective February 29, 2016.

4. Adoption of the 2016-2017 School District Budget

WHEREAS, the Board of Education must adopt and submit a 2016-2017 school district budget for the New Jersey Department of Education.

WHEREAS, the Board of Education is requesting authority to utilize \$124,891 in unused spending for an unusual increase in special education costs and these costs must be utilized by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

WHEREAS, the Board of Education is requesting authority to utilize \$231,103 in health care allowance and this allowance will be utilized by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

NOW THEREFORE BE IT RESOLVED that the Metuchen Board of Education adopt the 2016-2017 school district budget as follows:

	Appropriations	Local Tax Levy
Total General Fund	\$36,010,670	\$34,206,953
Total Special Revenue Fund	\$1,021,889	-
Total Debt Service Fund	\$2,501,938	\$2,265,600

The supporting documentation of the budget included an itemization of certain expenditures required under administrative regulations.

5. Out of District Placement

Move to approve the placement of student 002017148 at Cornerstone School for the remainder of the 2015-2016 school year, effective April 20, 2016 at a pro-rated tuition of \$18,513.

6. Courtesy Bussing Fee 2016-2017

Move to approve the partial courtesy bussing fee in the amount of \$155/per student for the 2016-2017 school year.

7. Transportation Jointures and Individual Routes 2016-2017

Move to approve transportation jointures and individual routes for the 2016-2017 school year with the following districts and educational services commissions: Edison School District, Piscataway School District, South Plainfield School District, Middlesex Regional Educational Services Commission, Monmouth/Ocean Educational Services Commission, and Somerset Educational Services Commission.

8. Transportation Provider 2016-2017

Move to approve South Plainfield School District as a transportation provider for the 2016-2017 school year.

9. In-district Transportation Routes

Move to approve the following daily rates for in-district transportation routes with Dapper Bus Company for the 2016-2017 school year:

C1	\$124.16	E1	\$124.16
C2	\$124.16	E2	\$124.16
C3	\$122.31	E3	\$122.31
C4	\$122.31	E4	\$122.31
C5	\$122.31	E5	\$122.31
C6	\$122.31	E6	\$122.31
C7	\$122.31	E7	\$122.31

10. Nonpublic Technology

Move to approve the following nonpublic purchases of the 2016-2017 school year:

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral	Sunburst Digital	1	KAP1026	KA JumpStart 1st Grade Network	\$700.00	\$700.00
St. Francis Cathedral	Sunburst Digital	1	KAP1032	KA JumpStart Kindergarten Network	\$700.00	\$700.00
St. Francis Cathedral	Sunburst Digital	1	KAP1062	KA Math for the Real World Network	\$700.00	Free
St. Francis Cathedral	CDW-G	1	3602540	Canon Powershot SX530 HS	\$289.29	\$289.29
St. Francis Cathedral	CDW-G	1	3271748	Canon NB-6LH Battery Pack	\$48.12	\$48.12
St. Francis Cathedral	CDW-G	3	3011136	LG External DVD Player	\$27.76	\$83.28
St. Francis Cathedral	Sunburst Digital	1	TTL1425	Type to Learn Keyboarding Software	\$599.95	\$599.95
St. Francis Cathedral	CDW-G	8	2583721	Folio Case iPad2 w/stand	\$17.52	\$140.16

11. Nonpublic Security Aid

Move to approve the following nonpublic security aid purchases for the 2016-2017 school year:

School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Acad	Alpha Comm Wireless	19	DTR410	Digital Hand Held Radio	\$228.75	\$4,346.25
Metuchen Christian Acad	Alpha Comm Wireless	1		Labor - Contact Names, Call ID's	\$37.50	\$37.50
Metuchen Christian Acad	Alpha Comm Wireless	1		Labor - Programming	\$142.50	\$142.50
Metuchen Christian Acad	Alpha Comm Wireless	4	HKLN4604	Swivel Earpiece	\$25.86	\$103.44
Metuchen Christian Acad	Alpha Comm Wireless	2		Labor - Training Class	\$56.25	\$112.50

12. Professional Development

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

13. 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. Manley
Seconded

Motion Carried (9-0-0)

**Professional Development Attachment
Section 14, B12**

Professional Development for Board Approval 4/26/16							
Start Date	End Date	Activity Title	Last, First Name	Building	Requested Expense Total	Payment Method	FFPI #
5/2/2016	5/2/2016	Project Based Learning via Google Apps	Powers, Sean	C/O	\$ -	No cost	
5/2/2016	5/2/2016	Project Based Learning Via Google Apps	Sarte, Kevin	EMS	\$ 174.00	FFPI	16-193
5/2/2016	5/2/2016	Project Based Learning Via Google Apps	Stoner, Richard	EMS	\$ 149.00	FFPI	16-186
5/4/2016	5/4/2016	NJASA - Branding Your District: Projecting the Right Image	Caputo, Vincent	C/O	\$ -	No cost	
5/4/2016	5/4/2016	NJASA - Branding Your District: Projecting the Right Image	Cohen, Rick	C/O	\$ -	No cost	

Board Meeting Minutes – April 26, 2016

5/6/2016	6/10/2016	Spring Maker Series	Misuraca, Roseanna	EMS	\$ 200.00	FFPI	16-187
5/12/2016	5/12/2016	Cognitive and Behavioral Therapies for Youth Depression Disorders	Granados, Lisa	MHS	\$ 145.70	FFPI	16-188
5/13/2016	5/13/2016	Translating Middle School Earth & Space Sciences Model Science Curriculum Framework into Local Curriculum	Butler, John	EMS	\$ -	No cost	
5/26/2016	5/26/2016	Introduction to Arduino for grades 6-12	Stevens, Jonathan	MHS	\$ 50.00	FFPI	16-189
6/1/2016	6/1/2016	Democratizing the DBQ: Helping ALL students to Read, Think and Write in ELA and History	Sarte, Kevin	EMS	\$ 93.00	FFPI	16-194
6/1/2016	6/1/2016	Democratizing the DBQ: Helping ALL students to Read, Think and Write in ELA and History	Stead, Pamela	EMS	\$ 89.26	FFPI	16-190
6/6/2016	6/7/2016	NJACAC Annual Conference	DeMott, Elizabeth	MHS	\$ 225.00	FFPI	16-191
10/28/2016	10/28/2016	49th Annual Conference on Reading and Writing	Stoner, Marsha	EMS	\$ 192.00	FFPI	17-005

**Field Trip
Section 14, B13**

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Six Flags Great Adventure Jackson, NJ	Student Council members, grades 9-12 will attend NJ State Awards Program.	E. Wagenblast Christine Wardlow Katie McKeown Frank Wrublewski	6/1/16	40

**Policy Attachment
Section 14, C1-C2**

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the suspension report summary for April 11 – 21, 2016.

2. Harassment, Intimidation, and Bullying

Move to affirm the findings of the previously reported cases:

- EMS040516001
- METHS041116001

Mr. Lifton	Mr. Benderly
Motioned	Seconded

Motion Carried:

C1 (9-0-0)

C2 (8-0-1) Ms. Gibson Abstained

**Curriculum Section
Section 14, D1**

D. CURRICULUM

1. Nothing at this time.