

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BUSINESS MEETING MINUTES (1)

of the Metuchen Board of Education

Metuchen Borough Hall
500 Main Street
Metuchen, NJ 08840

Tuesday, August 25, 2015

I. Flag Salute

II. 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.

III. Roll Call

Mr. Benderly	P	Ms. Matisse	A
Ms. deVries	P	Ms. McGuire	P
Ms. Gibson	P	Mr. Small	P
Ms. Lanton	A	Mr. Stern	A
Mr. Lifton	A		

IV. Presentation/Discussion Items

Dr. Caputo presented Metuchen Public School District Goals 2015 – 2016.

V. Report of the President of the Board of Education

Nothing at this time.

VI. Report of the Superintendent of Schools

Dr. Caputo introduced the following new teachers for the 2015-2016 school year: Mr. Jeremy Barnes, Ms. Shannon Connors, Mr. Walter Cook, Ms. Kathy Rice, Ms. Margo Poandl, Mr. Ryan Kinghorn, and Ms. Kristen Kuhlthau.

VII. Report of the Business Administrator/Board Secretary

Mr. Harvier reported the Secretary Report, Treasurer's Report and Bill Lists.

VIII. Committee Reports

Technology:

Mr. Benderly reported the committee has not met since last Board Meeting.

Policy:

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

Finance:

Mr. Small reported the committee has not met since last Board Meeting.

Curriculum:

Report given by Mr. Benderly.

Athletics:

Report given by Ms. de Vries.

Personnel:

Report given by Ms. McGuire.

IX. New Business

Nothing at this time.

X. Old Business

Nothing at this time

XI. Minutes

Move to approve the minutes of the following meetings:

August 11, 2015	Board Meeting
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Ms. McGuire
Moved

Mr. Small
Seconded

Mr. Benderly
Abstained

Motion Carried (4-1)

XII. Meeting Open to the Public

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

Nothing at this time

XIII. Meeting Open to the Public

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

Nothing at this time

XIV. 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 a Maternity/Childcare Leave of Absence – Karen Logan, Edgar Middle School 5th Grade Teacher, from on or about December 14, 2015 through on or about April 11, 2016.

2. The Zone

Move to approve the following reappointments and appointment of The Zone staff for the 2015-2016 school year:

Activity Leaders		Office Staff/Supervisors		Youth Mentors	
Vivian Petrakakos	\$30.85	Roseanna Misuraca	\$41.13	Kathleen Joyce	\$10.00
Emily Mertz	\$30.85	Todd Gural	\$41.13	Evan Cohen	\$8.00
Jen Muller	\$30.85	Allyson Rescorl	\$41.13	Dominic Ovalles	\$10.00
Eileen Kuchar	\$30.85			Emma Leuschen	\$10.00
Emily Presuto	\$30.85	Secretary		Renu Mahagaonka	\$10.00
Veronica Araneo	\$30.85	Mary Jo Paulmenn	\$18.51	Tahmidul Karin	\$10.00
Ginny Wetzel	\$30.85				
Rick Carter	\$30.85	Alternate Supervisors			
Wally Cook	\$30.85	Emily Mertz	\$41.13		
Suzy Menafro	\$30.85	Rick Carter	\$41.13		
Paraprofessionals					
Alan Ames	\$17.01				
Judy Hoffman	\$17.01				
Jerry Haney	\$17.01				
New Zone Employees					
Christopher Peckhardt	\$30.85	Activity Leader			
William Colavito	\$17.01	Paraprofessional			

3. Salary Adjustment – Certificated Staff

Move to approve a change in salary due to earning 30 credits above Bachelor's Degree – Sofia Lopes, from Step 1-B, \$50,068 to Step 2-B, \$51,320 effective 8/31/15.

4. Stipend Adjustments – Recess/Lunch

Move to approve the adjustment of recess/lunch stipends at Campbell Elementary School for the 2015-2016 school year. The stipends were approved at the July 14, 2015 Board meeting under section XIV-A-4:

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TEACHER	ASSIGNMENT	RATIONALE	Salary
MEGAN SHAPIRO/TARA PALMIERI	Grade 1 Lunch/Recess	<ul style="list-style-type: none"> • Shared because of leave replacement • Shapiro through December 23, 2015; Palmieri January through June 2016 • 5 days/week • Oversight of second grade students for recess and lunch. 	\$5,610.00
JEREMY BARNES/MICHELLE BETHE	Grade 3 Lunch/Recess	<ul style="list-style-type: none"> • Shared because of leave replacement • Barnes through December 23, 2015; Bethe January through June 2016 • 5 days/week • Oversight of third grade students for recess and lunch. 	\$5,610.00
WESTOVER	Grades 1-4 Recess	<ul style="list-style-type: none"> • 5 out of 6 cycle days (translates to 5/6 stipend) • Oversight of students who cannot participate in recess outside due to a variety of reasons including injury and allergies. • Shared with B. Derer 	\$4,675.00
DERER	Grades 1-4 Recess	<ul style="list-style-type: none"> • 1 out of 6 cycle days (translates to 1/6 stipend) • Oversight of students who cannot participate in recess outside due to a variety of reasons including injury and allergies. • Shared with G. Westover 	\$935.00
HUNT	Grades 1-4 Recess	<ul style="list-style-type: none"> • Replaced K. Roder 	\$5,610.00

5. Appointment – Accounts Payable Substitute

Move to approve Lucy Ann MacDonald as a substitute for accounts payable on an as needed basis at the rate of \$20.00/hr.; not to exceed 20 hours per week. Effective September 3, 2015.

6. Appointment – Paraprofessional

Move to approve the appointment of Amber Michaliszyn as a paraprofessional for the 2015-2016 school year effective August 31, 2015 at the rate of \$16.11/hr.

7. Appointment – Paraprofessional

Move to approve the appointment of Jan Gavin as a paraprofessional for the 2015-2016 school year effective August 31, 2015 at the rate of \$16.11/hr.

8. Appointment – Paraprofessional

Move to approve the appointment of Jennifer Pasquale as a paraprofessional for the 2015-2016 school year effective August 31, 2015 at the rate of \$16.11/hr.

9. Appointment – Paraprofessional

Move to approve the appointment of Farhana Khan as a paraprofessional for the 2015-2016 school year effective August 31, 2015 at the rate of \$16.11/hr.

10. Rescission of Appointment – Paraprofessional

Move to rescind the appointments of the following paraprofessionals for the 2015 – 2016 school year (Agenda 6/23/15, XVII A14):

- Patricia Hallas
- Megan O'Connor

11. Appointment – Middle School Girls Soccer Coach

Move to approve Kristen Kuhlthau as middle school girls soccer for the 2015 – 2016 year for a stipend of \$3,066.

12. Appointment – Volunteer Coach

Move to approve Margo Poandl as volunteer field hockey coach at Edgar Middle School for the 2015 - 2016 school year.

13. Appointment – Volunteer Coach

Move to approve Sara Yocum as volunteer cheerleading coach at Edgar Middle School for the 2015 – 2016 school year.

14. Rescission of Appointment – Middle School Swim Team Coach

Move to rescind the appointment of Karen Logan as middle school swim team coach for the 2015 - 2016 school year.

15. Amendment – Paraprofessional

Move to amend the Paraprofessional listing for the 2015 – 2016 school year (Agenda 6/23/15, XVII A14):

Name	15-16 Assignment	15-16 Total Salary	
Aggarwal, Roxanne	Campbell	\$ 18,886	
Ames, Alan	Edgar	\$ 18,886	
Amend, Lisa	Campbell	\$ 19,113	
Aquadro, Kathy	Campbell	\$ 23,604	
Artman, Amy	Campbell	\$ 19,397	
Capron, Karen	Campbell	\$ 18,886	
Colovito, William	Edgar	\$ 18,886	
Cook, Wally	Edgar	\$ 18,886	
Czochanski, Josephine	Moss	\$ 19,807	
Dalfonsi, Tracy	Edgar	\$ 20,193	
DeCerbo, Debbie	Campbell	\$ 18,886	
DeNicola, Kathy	Campbell	\$ 23,604	
Fisher, Roseanne	Edgar	\$ 18,886	
Gaudet, Denise	Campbell	\$ 19,966	
Gold, Debbie	Edgar	\$ 21,103	

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Gordon, Jody	Campbell	\$ 23,604	
Haney, Jerry	Edgar	\$ 18,886	
Hoffman, Judy	Edgar	\$ 19,397	
Hronich, Mary Beth	Moss	\$ 20,046	
Irenski, Stephen	MHS	\$ 18,321	
Jaques, Kelly	Moss	\$ 19,807	
Johnson, Gresy	Edgar	\$ 18,886	
Jurcsek, Christine	MHS	\$ 18,321	
Latta, William	MHS	\$ 22,898	
Manley, Suzanne	Moss	\$ 19,807	
Oliver, Debbie	Edgar Library	\$ 23,604	
Omarzai, Farhana	Campbell	\$ 18,886	
Paulmenn, Mary Jo	Edgar	\$ 19,738	
Piegaro, Cathy	Campbell	\$ 23,604	
Reed, Pat	Edgar	\$ 23,604	
Rodriguez, Roberto	MHS	\$ 18,321	
Serratelli, Hope	Campbell	\$ 20,875	
Smyth, Elaine	Campbell	\$ 20,875	
Smyth, Kerry	Edgar	\$ 18,886	
Sullivan, Allison	Moss	\$ 19,807	
Sutherland, Mary	Moss	\$ 20,046	
Tay, Tara	Campbell	\$ 18,886	
Torzilli, Jeana	Edgar	\$ 19,113	
Walsh, Kathleen	Moss	\$ 20,046	
Winhold, Jason	MHS	\$ 18,321	
DiMeglio, Joseph	out of district	\$ -	16.61 hourly

16. Appointment – Substitute Teachers

Move to appoint substitute teachers for the 2015 – 2016 school year on listed below:

Name	Certification
Taiwo Ajani	Substitute
Bennetti, Robert	Social Studies
Beuhn, Stephen	Elementary
Brinkerhoff, Michele	Substitute School Nurse
Cincotta, Eugene	Biology
Colby, Michael	C of E English
Dakelman, Mitchell	Library Media Specialist
Deutschman, Martin	Substitute
Dougherty, Tonianne	Substitute
Facchini, Elizabeth	Substitute
Festa, Rosa	Substitute

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Fleischer, Lauren	Substitute
Flynn, Rene	Substitute
Friedman, Holly	K-6 and P-3
Giegerich, Roseann	Substitute
Gioia, Carolyn	Substitute
Gray, R.N., Susan	Substitute Nurse & Substitute Teacher
Grossman, Barbara	Substitute
Healey, AnnMarie	C of E P-3, K-5, LA/Lit. Subject Matter 5-8
Holleran, Timothy	Substitute
Holloway, Bruce	Substitute
Issa, Eman	Substitute
Johnson, Kelly	Substitute
Karamanos, James	Substitute
Krygina, Alona	Elementary
LaMoreaux, Catherine	Elementary, Speech Arts & Dramatics, English
Levy, William	English
Liapes, Peter	Social Studies
Mallory, Troy	Substitute
Mandelbaum, Fred	Substitute
Mauro, Danielle	Substitute
Megonathan, Subashini	Substitute
Mercurio, Chelsea	Substitute
Michaliszyn, Amber	Substitute
Miller, Jeremy	Substitute
Nicodemo, Debbie	Substitute
O'Brien, Mili	Substitute
Oliveri, Antoinette	Substitute
Pilato, John	Elementary
Pallotta, Danielle	Elementary
Parikh, Trupti	Substitute (use only as a para)
Perkins, Lorraine	Substitute Teacher and Substitute Nurse
Poandl, Deborah	Substitute Teacher/Nurse
Poandl, Mary	Substitute Teacher and Substitute Nurse
Romano, Angelina	Substitute
Rosamilia, Dana	Substitute
Rosamilia, Kristina	Substitute
Rosenblum, Richard	Substitute
Salmon, Doris	Substitute
Sclafani, Kathy	Substitute Nurse

Silver, Caroline	Substitute
Silver, Marilyn	Spanish
Silverman, Rhonda	Substitute
Sood, Nitan	Substitute
Sukovich, Christine	Social Worker
Sundaravaradhan, Jaya	Substitute
Temkin, Sheila	Elementary, Sp. Ed., Spanish
Tracey, Michael	Elementary
Wagner, Joseph	Social Studies
Valovcin, Rachel	Substitute
Weiner, Matthew	English
Young, Thomas	Substitute
Yourstone, Gail	Substitute

17. Appointment – Leave Replacement

Move to approve Enrique Ortiz as a leave replacement for Lindsay Kenyon (Math Teacher at Edgar Middle School) from August 31, 2015 – June 23, 2016 at the rate of \$266.04/day.

18. Appointment – Mentors for Provisional Teachers

Move to approve the following mentor teachers for the 2015 – 2016 school year:

New Teacher	School/Position	Mentor	Formal/Informal	Payment
Shannon Connors	EMS/Math	Sandy Vorensky	Formal (10 wks)/ Informal from November to June	\$550 pro-rated for partial year
Walter Cook	EMS/ ELA Leave Replacement	Linda Donohue	Formal	\$550 pro-rated for partial year
Margo Poandl	EMS/MHS Art	Jennifer Gumbrecht	Informal	CEU credits to Mentor
Lauren Campbell	EMS/Guidance	Lisa Chango	Informal	CEU credits to Mentor
Enrique Ortiz	EMS/Math	Paul Mruczinski	Formal	\$550 for full year
Kathy Rice	EMS/Special Education	Jeanne Hughes	Informal	Possesses standard certification
Ryan Kinghorn	EMS/ PE/Health Leave	Rick Carter	Formal	CEAS: Enroll in

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	Replacement			Provisional Teacher Program
Kristen Kuhlthau	MHS/EMS PE/Health Leave Replacement	Val Gazda	Formal	\$550 pro-rated for partial year
Jeremy Barnes	CES 3 rd Grade Leave Replacement	Danielle Weitzner	Formal	\$550 pro-rated for partial year
Sivan Peleg	Moss/Integrated Pre-school	Karen Ryder	Informal	CEU credits to Mentor
John Flynn	CES/MHS Music	John Messenger	Informal	CEU credits to Mentor

19. Appointment – Mentor Teachers

Move to pay the following Mentor teachers to work with Mentee teachers at the New Teacher Academy on August 26, 2015 from 8:30 am – 11:30 am at the rate of \$33/hour for three hours for a total of \$99 per teacher.

School	Name	Position	Mentor
EMS	Shannon Connors	Math	Sandy Vorensky
EMS	Walter Cook	ELA Leave Replacement	Linda Donohue
EMS	Margo Poandl	Art	Jennifer Gumbrecht
EMS	Lauren Campbell	Guidance	Lisa Chango
EMS	Enrique Ortiz	Math	Paul Mruzinski
EMS	Kathy Rice	Special Education (self-contained)	Jeanne Hughes
EMS	Ryan Kinghorn	Physical Ed/Health Leave Replacement (Gilbert)	Rick Carter
EMS	Kristen Kuhlthau (Shared w/ MHS)	Physical Ed/Health Leave Replacement (L. Butler)	Val Gazda
CES	Jeremy Barnes	3 rd Grade	Danielle Weitzner
MHS	John Flynn	Music	John Messenger

20. Appointment – School Psychologist

Move to increase employment status for Alissa Trapanese from 3/5 to a full time salary of \$62,638 September 2015 – October 2015 and \$66,508 November 2015 – June 2016

21. Contractual Services – MRESC

Move to approve contractual services with Middlesex Regional Educational Services Commission (MRESC) for a 3/5 (120 days) LDT/C at the rate of \$400 per diem (\$48,000)

Items A1 – A21

Ms. McGuire

Mr. Small

Moved

Seconded

Motion Carried (5-0)

B. FINANCE

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

Move approval of the Treasurer of School Monies' Report, Board Secretary's Report as of June 30, 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 August 25, 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 Secretary and filed in the Business Office.

3. Budget Transfers

Move to approve budget transfers effective June 30, 2015.

4. Nonpublic Technology

Move to approve the following nonpublic technology purchases for the 2015 - 2016 school year:

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School	Vendor	QTY	Item #	Description	Price	Total
Metuchen Christian Academy	CDW	7	3595131	HP SB G2	\$689.99	\$4,829.93

5. Professional Development

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

Professional Development for Board Approval		8-25-15					
Start Date	End Date	Activity Title	Last, First Name	Building	Requested_Expense_Total	Payment Method	FFPI #
7/1/2015	8/2/2015	Turning Learners into Leaders: Empowering Youth Through Service in Education	Graziano, Judith	EMS	\$ -	No cost	
7/24/2015	10/22/2015	Mathematics Education Meets Excellence; NCTM Regional Conference	Miller, Jennifer	EMS	\$ 140.00	FFPI	16-007
7/27/2015	8/7/2015	Mid-NJ Math Science Partnership Grant	Miller, Jennifer	EMS	\$ 125.00	FFPI	16-008
9/18/2015	9/18/2015	Developing Spoken Language and Literacy in Children with Cochlear Implants and Hearing Aids	Irenski, Janet	MHS	\$ 125.00	FFPI	16-012
9/22/2015	9/22/2015	Beyond Hazing: The Impact of Athletics and Extra-Curricular Activities on School Climate and Culture	LaFauci, Susan	MHS	\$ 35.00	Other	
9/28/2015	9/28/2015	Finding Common Ground: A convocation for leadership	Cohen, Richard	C/O	\$ 158.02	Other	
9/29/2015	12/15/2015	New Jersey Leadership Academy, 2015-16	DeSimone, Christine	CES	\$ 750.00	Other	
10/22/2015	10/23/2015	NCTM Atlantic City Regional Conference & Exposition: Mathematics Education Meets Excellence	Levin, Lisa	CES	\$ 146.00	Other	

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10/22/2015	10/22/2015	Middlesex County School Safety Symposium	Porowski, Edward	CES	\$ -	No cost	
10/22/2015	10/22/2015	School Safety Symposium	Cohen, Richard	CES	\$ 4.96	Other	
10/22/2015	10/22/2015	School Safety Symposium	Glutz, Kathryn	EMS	\$ -	No cost	
10/30/2015	10/30/2015	Shakespeare and Performance: Teaching and Reading	Wagenblast, Eileen	MHS	\$ 35.00	FFPI	16-010
1/6/2016	1/6/2016	Woodcock-Johnson IV-Oral Language Training	Irenski, Janet	MHS	\$ 125.00	FFPI	16-014
1/18/2016	1/18/2016	High Point Google Apps and BYOD Summit	Little, Maryrose	EMS	\$ -	No cost	

6. Out of District Placement

Move to approve the following out of district placements for the 2015-2016 school year:

Out of District Placements 2015-16

Student Local ID #	Private Placements School	Tuition 2015-16	
2016528	Bancroft School	\$ 99,506	*INCL 2015 ESY
002017175	Montgomery Academy	55,971	
20161954	Montgomery Academy	55,971	
002017220	Collier School	52,200	
002017174	Collier School	52,200	
2013551	JFK Vocational Rehab	34,810	
2015099	JFK Vocational Rehab	34,810	
002015227	JFK Vocational Rehab	34,810	
002015090	Celebrate The Children and Aide	96,431	
2020017	Newmark School	34,652	
002017134	New Road School Somerset	45,145	
2022005	Eden Institute	77,152	
2019170	Eden Institute	77,152	
2020012	Perkins School for the Blind	311,659	
002014066	Midland School	49,237	
002015216	Midland School	49,237	
002014155	YALE School	48,553	
	Total Private Tuition	\$ 1,289,101	

Public Placements			
School			
2020004	Douglass Developmental Inst.	\$	101,000
002022034	UMDNJ - UBHC		59,524
2020006	Bright Beginnings		40,500
002017002	Bright Beginnings		49,500
002017076	WR Satz School - Holmdel		44,290
2017217	East Brunswick Public Schools		37,957
002013211	Piscataway Regional Day		40,140
2014600	Piscataway Regional Day		40,140
Total Public Tuition		\$	413,051
Total Public & Private		\$	1,702,152
		\$	1,854,599

Items B1-B6

Mr. Small
Moved

Mr. Benderly
Seconded

Motion Carried (5-0)

C. POLICY

1. District Improvement Plan Revision

Move to approve newly revised District Improvement Plan for submission to NJDOE QSAC office.

Item C1

Ms. Gibson
Moved

Mr. Benderly
Seconded

Motion Carried (5-0)

D. CURRICULUM

1. Move to approve the revised curriculum for the following subjects:

Summer Curriculum Documents 2015	
Subject	Description
Visual and Performing Arts	K, Art
Music	Music K
Music	Grades 5-8, Music
Music	AP Music Theory
World Languages	French 1

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Phys. Ed.	K
Phys. Ed.	Grade 1
Phys. Ed.	Grade 2
Phys. Ed.	Grade 3
Phys. Ed.	Grade 4
Science	Kindergarten
Science	Grade 1
Social Studies	Kindergarten
Social Studies	Grade 1
Social Studies	Grade 2
Social Studies	Grade 3
Social Studies	Grade 4
Social Studies	Grade 5
Social Studies	Grade 6
Social Studies	Grade 7
Social Studies	AP US History I

2. Move to approve the new curriculum for the following subject:

ESL	English as a Second Language, K-12
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Items D1-D2
Mr. Benderly
Moved

Mr. Small
Seconded

Motion Carried (5-0)

XV. Meeting Open to Public

Nothing at this time.

XVI. Announcements

Ms. McGuire read a list of announcements.

XVII. Motion to Go Into Executive Session

(when applicable)

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.

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MEETING ADJOURNED 8:45 PM

Ms. Gibson

Moved

All in Favor