

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**BUSINESS MEETING MINUTES (2)**

**of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**Tuesday, February 24, 2015 – 8:00PM**

**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. Mafise	P
Ms. deVries	P	Ms. McGuire	P
Ms. Gibson	P	Mr. Small	P
Ms. Lanton	P	Mr. Stern	P
Mr. Lifton	P		

**IV. Presentation/Discussion Items**

❖ **Showcase of Success**

- Edgar Middle School:
  - There was a preview of the Edgar Middle School play, *The Little Mermaid* performed by Emma Dowd. The dates of the play are March 6, 7 and 8<sup>th</sup>.

❖ **Curriculum Discussion**

- Superintendent Vince Caputo and Assistant Superintendent Rick Cohen gave a math update.
- Supervisor of English and Social Studies Tiffany Jacobson gave an update on ELA and reader learning.

❖ **Budget**

There was a discussion on the following budgets:

- Special Education
- Curriculum
- Technology

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

Nothing at this time.

**VI. Report of the Superintendent of Schools**

Mr. Lifton asked if Mr. Caputo would defer the district goals update to the March 10, 2015 Board Meeting because of the late time.

Mr. Caputo introduced the new Supervisor of Mathematics and Technology Instruction Sean Powers.

**VII. Report of the Business Administrator/Board Secretary**

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

**VIII. Committee Reports**

Technology:

Report given by Ms. Matise.

Personnel:

Report given by Mr. Lifton.

Curriculum:

Mr. Benderly reported the committee will meet on February 26.

Athletics:

Report given by Ms. de Vries.

Policy:

Ms. Gibson reported the committee did not meet.

Finance:

Mr. Small reported the committee will meet prior to March 10.

**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:

February 10, 2015	Board Meeting 1 & 2, Executive Session
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Mr. Lifton                      Ms. Lanton  
Moved                              Seconded                      Motion Carried (9-0)

**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. Retirement - Certificated Staff**

Move to approve with regret, the retirement of Patricia Broadbent, Learning Consultant and Child Study Team Coordinator at Campbell School effective July 1, 2015.

**2. Appointment of Title 1 FOCUS Math Coach**

Move to appoint Kiley Thergesen, as NCLB FOCUS Math Coach for the 2014-2015 school year at the rate of \$171 per diem as needed, not to exceed \$8,000, using NCLB Title IA FOCUS funds, effective February 26, through June 18, 2015.

**3. Middle School Softball Coach - Resignation**

Move to accept the resignation of Beth Abbott as 2014-2015 middle school softball coach.

**4. Middle School Softball Coach - Appointment**

Move to approve Beth McLaughlin as middle school softball coach for the 2014-2015 school year for a stipend of \$2,976.

**5. C.L.A.S.S. Program Staff**

Move to approve the following staff members to work at the C.L.A.S.S. program beginning on March 2, 2015 for fourteen weeks with funding provided through the IDEA grant.

Lisa Granados - 4 hours per week @ \$56.43 per hour = \$225.72 per week

14 weeks = \$3,160

Debbie Gold - 3 hours per week @\$18.06 per hour = \$54.18 per week

14 weeks = \$758.52

Total cost of all sessions = \$3,919

**6. Weight Room Supervisor**

Move to approve Marsha Stoner as weight room supervisor for the 2014-2015 school year at the rate of \$25 per hour on an as needed basis.

**7. Substitute Teachers**

Move to approve the following as substitute teachers for the 2014-2015 school year:

Name	Certification
Kathie Sperber	K-6 and 5-8 English
Trupti Parikh	Substitute
Holly Friedman	K-6 and P-3

Mr. Caputo reported that C.L.A.S.S. (Communication, Language and Social Skills) is an after school program with funding provided through an IDEA grant. He also acknowledged and thanked retiree Patricia Broadbent for her 25 years of service in the district and the best in her retirement.

Mr. Lifton  
Moved

Ms. McGuire  
Seconded

Motion Carried (9-0)

**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 December 31, 2014.

**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 February 24, 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. Revised Tuition**

Move to approve the following as revised tuition costs for the 2014-2015 school year retroactive to September 1, 2014.

Tuition	Amount
Kindergarten	\$4,333.00
Grades 1-8	\$8,667.00
Grades 9-12	\$11,000.00
<b>Children of Employees</b>	
Kindergarten	\$2,167.00
Grades 1-8	\$4,334.00
Grades 9-12	\$5,500.00

**4. Nonpublic Technology**

Move to approve the following nonpublic technology purchases for the 2014-2015 school year:

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral	Cerebellum Corp.	1	CE2417	Bill Nye The Science Guy Video:Computers	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2216	Bill Nye The Science Guy Video:Earth's Season	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2225	Bill Nye The Science Guy Video:Inventions	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2437	Bill Nye The Science Guy Video:Measurement	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE4029	Bill Nye The Science Guy Video:Ocean Life	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2235	Bill Nye The Science Guy Video:Planets	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2439	Bill Nye The Science Guy Video:Moon	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE2418	Bill Nye The Science Guy Video:Dinosaurs	\$14.99	\$14.99

Francis Cathedral	Cerebellum Corp.	1	CE2237	Bill Nye The Science Guy Video:Reptiles	\$14.99	\$14.99
St. Francis Cathedral	Cerebellum Corp.	1	CE5803	Shelley Duvall's American Tall Tales & Legends	\$24.98	\$24.98
St. Francis Cathedral	Cerebellum Corp.	1	CE4949	Inventions That Shook the World	\$49.99	\$49.99
St. Francis Cathedral	Cerebellum Corp.			Shipping and Handling Charges		\$7.50
St. Francis Cathedral	Keyboard Consultants	5		Support Hours	\$85.00	\$425.00
St. Francis Cathedral	CDW Government	1	1934415	APC Smart UPS 1500VA LCD 120V	\$478.39	\$478.39
St. Francis Cathedral	Apple	2	HGYM2VC/A	Tangible Play OSMO-CAF	\$79.95	\$159.90

**5. Donation**

Move to accept the donation of \$20,000 from the MHS PTO in order to purchase air conditioners for 6 classrooms at Metuchen High School.

**6. Professional Development**

Move to approve the following professional development activities as shown on the attached chart.

**7. Field Trips**

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

Mr. Lifton discussed that we will have a separate item on a future agenda to accept \$1000/yr. from the PTO to run the donated a/c units at MHS.

Mr. Small Moved                      Mr. Benderly Seconded                      Motion Carried (9-0)

**C. POLICY**

**1. Suspensions**

The board hereby acknowledges receipt of the monthly suspension report summary for February 2, 2015 through February 20, 2015.

Mr. Caputo discussed the current policy for the superintendent to give a suspension report at each board meeting.

Ms. Gibson Moved                      Mr. Stern Seconded                      Motion Carried (9-0)

**D. CURRICULUM**

*Nothing at this time.*

**XIV. Meeting Open to Public**

Nothing at this time.

**XV. Announcements**

Ms. Lanton read a list of announcements of upcoming events.

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

(when applicable)

MEETING ADJOURNED 10:38

Mr. Lifton  
Moved

Ms. Gibson  
Seconded

Field Trips for Approval

Board of Education Meeting 2-24-15

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	9/11 Memorial Museum & Punna II Restaurant NYC, NY	Members of the Culture Club will attend a workshop about events of 9/11. Students will experience Indian Cuisine and Culture at restaurant.	Danielle Scala	3/20/15	Less than 10
MHS	Forest Resource Education Center Jackson, NJ	Science students will be training for NJ Envirothon	Yoko Kato	3/31/15	10
MHS	4-H Fairgrounds Cape May County	Science students will compete in the NJ Envirothon	Yoko Kato plus 1 TBD	5/1-2/15 (after school Friday and Saturday)	10
MHS	Staybridge Suites Eatontown, NJ	Yearbook Staff will attend Yearbook Cover Workshop and go to lunch.	Adam Levy	4/27/15	6-8
EMS	St. Joseph's HS Metuchen, NJ	Grades 7 & 8 science students will compete in middle school Science Bowl.	Ed Ronk Kathleen Henn	3/21/15 (Saturday)	20-25
CES	Raritan Valley Community College Somerville, NJ	First grade students will attend two shows at the Planetarium and learn about the solar system, space travel, the sun, stars and the moon.	Tara Palmieri, Jen Doherty	5/1/15	46
			Staci Gil, Megan Dunne	5/4/15	46
			Deanna Kindler, Sue Lass, Candace Evans	5/5/15	68
			Plus Parents TBD		



Board Meeting – February 24, 2015

<b>Professional Development for Board Approval 2/24/15</b>							
<b>Start Date</b>	<b>End Date</b>	<b>Activity Title</b>	<b>Last, First Name</b>	<b>Building</b>	<b>Requested</b>	<b>Method of Payment</b>	<b>FFPI #</b>
2/19/2015	2/19/2015	Union/Management Collaboration Project	Sarte, Kevin	EMS	\$ 28.00	FFPI	
2/19/2015	2/19/2015	Union/Management Collaboration Project	Gural, Todd	EMS	no cost		
2/25/2015	2/26/2015	CPR/AED Trainer Certification	Butler, Lauren	MHS	no cost		
2/25/2015	2/26/2015	CPR/AED Trainer Certification	Ulmer, Robert	MHS	no cost		
2/25/2015	2/26/2015	CPR/AED Trainer Certification	Zaneto, Nicholas	MHS	no cost		
2/27/2015	2/27/2015	NJASA PD Seminar: - Putting Data to Work For You: SGO/SGP Analysis for School Transformation	Caputo, Vince	C/O	no cost		
3/4/2015	3/4/2015	Connecting Evaluations with Achievement	Sarte, Kevin	EMS	no cost		
3/4/2015	3/4/2015	Connecting Evaluations with Achievement	Robbin, Evan	MHS	no cost		
3/6/2015	3/6/2015	BTA-EIRC Best Practices Conference : Best Practices in Assessment & Treatment of Children, Adolescents & Families	Cornely, Nicole	EMS	\$ 149.00	FFPI	15-147
3/16/2015	3/16/2015	NJASA Professional Development Seminar:	Cohen, Rick	C/O	no cost		
3/16/2015	3/16/2015	NJASA Professional Development Seminar:	Caputo, Vince	C/O	no cost		
3/20/2015	3/20/2015	Managing School Refusal & Executive Function in Students with Psychiatric Disorders	Granados, Lisa	MHS	no cost		
3/20/2015	3/20/2015	Managing School Refusal & Executive Function in Students with Psychiatric Disorders	Theiss, Christina	EMS/MHS	no cost		
3/26/2015	3/26/2015	Professional Development Seminar: The Multi-i-grees Curriculum	Goodson, Tiffany	C/O	no cost		
5/4/2015	5/4/2015	Lawfully managing student records without violating privacy rights	Sessa, Mary Kay	Moss	\$ 299.00	FFPI	15-151

Board Meeting – February 24, 2015

6/10/2015	6/10/2015	Chronological Assessment of Suicide Events Training	DeMott, Elizabeth	MHS	no cost		
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