

**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, June 9, 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	P
Ms. deVries	P	Ms. McGuire	P
Ms. Gibson	P	Mr. Small	P
Ms. Lanton	P	Mr. Stern	A
Mr. Lifton	P		

IV. Presentation/Discussion Items

Mr. John Cathcart presented the Showcase of Success Coaches-

Mr. Holleran presented:

Boys Track – Central Jersey Group 1 Sectional Champions

Girls Track – Central Jersey Group 1 Sectional Champions and Blue Division Champions

Mr. Stoner presented:

Golf – Blue Division Champions

Mr. Strauss presented:

Boys Tennis – Blue Division Champions

Presentation-

Mr. John Cathcart and Ms. Christine DeSimone presented the new Internship Program completing the first year.

V. Report of the President of the Board of Education

Mr. Lifton recognized Board Members Mr. Benderly and Ms. Gibson for meeting the criteria NJSBA establishes and becoming Certified Board Members.

VI. Report of the Superintendent of Schools

Dr. Caputo gave a PARCC 2015 By-the-Numbers update. It will be posted on the website.

VII. Report of the Business Administrator/Board Secretary

Nothing at this time.

VIII. Committee Reports

Technology:

Ms. Matise reported the committee has not met since last Board Meeting. The next meeting is on June 24th.

Personnel:

Report given by Mr. Lifton.

Curriculum:

Mr. Benderly reported the committee has not met since last Board Meeting. The next meeting is on June 10th.

Athletics:

Report given by Ms. de Vries.

Policy:

Report given by Ms. Gibson.

Finance:

Mr. Small reported the committee has not met since the last Board Meeting. The next meeting is on June 15th.

IX. New Business

Nothing at this time.

X. Old Business

Ms. Matise discussed a new Sustainable Jersey grant opportunity available. The district is waiting for approval on a current grant application.

XI. Minutes

Move to approve the minutes of the following meetings:

May 26, 2015	Business Meeting 1&2, Executive Session 1
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Mr. Liffon
Moved

Ms. McGuire
Seconded

Motion Carried (8-0)

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. Resignation – Certificated Staff

Move to accept the resignation of Nicole Cornely, Special Education Teacher at Edgar Middle School effective August 14, 2015.

2. Resignation – Certificated Staff

Move to accept the resignation of Nancy Hanley, 4th Grade Teacher at Campbell School effective July 1, 2015.

3. Transfer of Certificated Staff

Move to approve the transfer of John Messenger from Music Teacher at Campbell School to Music Teacher at Metuchen High School and Band Director for the 2015-16 school year.

4. Transfer of Certificated Staff

Move to approve the transfer of Kathleen McKeown from Art Teacher at Campbell School to Art Teacher at Metuchen High School for the 2015-16 school year.

5. Appointment – Certificated Staff

Move to approve the appointment of Lauren Campbell as School Counselor at Edgar Middle School for the 2015-16 school year. Salary: Step 3-A, \$51,679.

6. Appointment – Certificated Staff

Move to approve the appointment of Barbara King as Edgar Middle School Spanish Teacher for the 2015-16 school year. Salary: Step 1-G, \$58,268.

7. Extended School Year Staff – Special Services

Move to approve the following as staff for the 2015 Extended School Year Program:

Extended School Year Teachers

Name	Program	Per Diem	Per Hour	# of Hours	# of Days	Total
Karen Ryder	Teacher MIPP	\$461			23	\$10,603
TBD	Elementary				23	TBD
Sofia Lopes	Elementary	271			23	6,233
Beth McLaughlin	Math/Reading	271			18	4,878
Rebecca Flowers	Elementary	303			23	6,969
Julie Hertzog	Elementary	404			23	9,292
Marilyn Lewis	Secondary Reading	492			18	8,856
Nicole Cornely	Teacher Self-Contained	284			23	6,532
Lynda Wisniewski	H.S. Program	315			23	7,245
Janice Billik	School Nurse	467			23	10,741

Total: \$71,349

Extended School Year Para-Professionals

Name	Program	Per Diem	Per Hour	# of Hours	# of Days	Total
Debbie Gold	Para-Professional ESY		\$18.56	103.5		\$1,920.96
Amy Artman	Para-Professional ESY		17.06	103.5		1,765.71
MaryJo Paulmenn	Para-Professional ESY-MIPP		17.36	103.5		1,796.76
Jeanne Torzilli	Para-Professional ESY		16.81	103.5		1,739.84
MaryBeth Hronich	Para-Professional ESY		16.81	103.5		1,739.84

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Kathy DeNicola	Para-Professional ESY		20.76	103.5		2,148.66
Mary Sutherland	Para Professional ESY		16.81	103.5		1,739.84
Judy Hoffman	Para Professional ESY		17.06	103.5		1,765.71
Farhana Omarzai	Para-Professional ESY		16.61	103.5		1,719.14
Gresy Johnson	Para-Professional ESY		16.61	103.5		1,719.14
Christine Jurcsek	Para-Professional ESY		16.61	103.5		1,719.14
Roseanne Fisher	Para-Professional ESY		16.61	103.5		1,719.14
Jerry Haney	Para-Professional ESY		16.61	103.5		1,719.14
Joseph DeMeglio	Para-Professional ESY		16.61	103.5		1,719.14
Lisa Amend	Para-Professional ESY		16.61	103.5		1,719.14
Elaine Smyth	The Village School Out of District Para-Professional		18.36	120		2,203.20

Total: \$28,855

Extended School Year In-District Related Services Providers

Name	Program	Per Diem	Per Hour	# of Hours	# of Days	Total
Tiny Tots, Inc	ESY O.T.		\$75	48		\$3,600
Lori-Anne DiSerio	ESY P.T.		88	33		2,904
Puzzle Solutions	ESY BCBA		80	38		3,040
Rosalie Abrams	ESY Speech	\$503			12 days	6,036
Laurie Walker	ESY Speech	490			14 days	6,860
Kathy Vezzosi	Health Care Aide		23	103.5		2,381

Total: \$24,821

**Extended School Year 2015
Child Study Team**

Name	Position	PerDiem Rate	# of Days	Total
Trapanese, Alissa	Psychologist	\$339	8	\$2,712
Theiss, Christina	Psychologist	360	12	4,320
Irenski, Janet	Learning Consultant	504	12	6,048
Calantoni, Karen	Learning Consultant	284	12	3,408
Cuthbertson, Christine	Learning Consultant	487	12	5,844
TBD	Learning Consultant		6	
Granados, Lisa	Social Worker	319	12	4,068
Collier, Evette	Social Worker	512	13	6,656
Brown, Theresa	Psychologist	368	5	1,840
			Total	\$34,896

8. Summer Curriculum Writing

- a. Move to rescind the appointment of Pamela Stead, Curriculum Writer - Grade 7 Social Studies Curriculum
- b. Move to approve Michael Butler as Curriculum Writer – Grade 7 Social Studies Curriculum - \$ 1,000

9. Summer Work – Edgar Middle School

Guidance – Lisa Chango – 3 days in August at \$511.07 /day.
 Lauren Campbell – 3 days in August at \$279.35/day.
 Technology – Roseann Misuraca – 3 days @ \$35/hour

10. Summer Work – MHS Band Camp

Move to approve the following Summer Work for Band Camp:

Marching Band Director – John Messenger -	\$3,707
Guard Advisor – Debbie Yaniga -	\$ 500
Percussion Instructor – Sean Sullivan -	\$ 500
Marching Technician - Samara Gomez -	Volunteer
Marching Technician – Jason Gomez -	Volunteer
Brass Assistant – Jacobo Medina -	Volunteer

11. Summer Work – MHS Peer Leadership

Move to approve Peer Leadership Trainers at their per diem rate of pay for two days:

Laura Connolly - \$304.55/day
 Nora Ruhno - \$387.92/day

12. Summer Weight Room Supervisors

Move to approve the following as summer weight room supervisors at the rate of \$25/hour as needed:

Bob Ulmer, Val Gazda, Nick Zaneto, Sue Ann Caruso, Lauren Butler, Frank Ruggiero, Marcie Stoner, Guy Jensen and Matt Wexler.

13. Summer Work – MHS Guidance Department

Move to approve summer work for School Counselors as follows:

	School	# days	Per diem
Traci Grauer	MHS	5	\$487.19
Leigh Hanbridge	MHS	5	\$359.50
Elizabeth DeMott	MHS	5	\$311.98
Judi Cheung	District	5	\$524.98

14. Metuchen Summer Institute – College Planning

Move to approve the following:

Instructor	Topic	Stipend/Session # of Sessions determined by enrollment
Lauren Volosin	Writing the College Essay	\$750
Dianne Kuenzel	Writing the College Essay	\$750
Jane Harmon	SAT Prep – English	\$1,500
Jonathan Stevens	SAT Prep – Math	\$1,500
Leigh Hanbridge	Tackling the Common Application	½ day at per diem rate = \$179.75
Leigh Hanbridge	Preparing for the College Interview – How to Make a Great Impression!	½ day at per diem rate = \$179.75
Elizabeth DeMott	Rev Up Your Resume	½ day at per diem rate = \$159.99
Elizabeth DeMott	Making the Most of a College Visit	½ day at per diem rate = \$159.99

15. Metuchen Summer Institute – “AP EDGE” AP Summer Preparation

Move to approve the following teachers for pre-Advanced Placement instruction in support of students, MHS Summer 2015:

	Subject	Stipend
Lauren Volosin	AP Language & Composition	\$1,000
Adam Levy	AP Literature & Composition 2 sessions	\$2,000
Chris Giddes	AP US History: Part 1 2 sessions	\$2,000
William Schlavis	AP US History: Part 2	\$1,000
Jim Thomas	AP Statistics	\$1,000
Jonathan Stevens	AP Calculus	\$1,000
James Smith	AP Physics	\$1,000
Yoko Kato	AP Environmental Science	\$1,000
Martin Holleran	AP Biology	\$1,000
Karin Flores	AP Spanish Literature & Culture	\$1,000
Stefeny Krombholz	AP Music Theory	\$1,000

16. Summer Work – Technology Lab Renovation

Move to approve 15 hours of work refurbishing desks for Frank Minnella at the rate of \$ 18 /hour.

Dr. Caputo welcomed Sivan Peleg new Integrated Preschool Teacher for the 2015-2016 school year.

Items A1 - A16

Mr. Lifton

Ms. Lanton

Moved

Seconded

Motion Carried (8-0)

B. FINANCE

1. High School Extended School Year Student Approval

Move to approve the following classified students' attendance at the summer work/study program at Metuchen High School, July 7 – August 13, 2015 (9:30 a.m. to 1:30 p.m. four days per week)

Student #	Program Includes:
002015090	2 hours of classroom instruction/day
20161954	2 hours of work paid at \$8.25/hour
2018006	
002015099	23 days x 2 hours x 8.25 = \$391/student

002016002	
2018007	
002016007	

2. Long Range Facilities Plan

Resolution of the Board of Education of the Borough of Metuchen in the county of Middlesex, New Jersey in authorizing Board representatives for the submission of required approvals from the New Jersey Department of Education and adjustments to the Long Range Facilities Plan in conjunction with the Metuchen High School Generator Project.

Whereas, the Metuchen Board of Education has selected EI Associates, Architects and Engineers to implement the Metuchen High School Generator Project.

Whereas, the project is required to be submitted to the State Department of Education and if necessary may require amendment to the long range facilities plan in accordance with the requirements of N.J.A.C. 6A:26-2.3, 2.1(f), 3.1 and 3.11.

Now, therefore be it resolved that the Metuchen Board of Education hereby authorizes EI Associates as appropriate representatives of the Board (the "Board Representatives") to submit any required educational plans and schematic plans for the Metuchen High School Generator Project. Be it further resolved that the Board Representatives are hereby authorized and directed to submit the schematic plans and any other required information the Planning Board and the Department of Environmental Protection for review and comment, if necessary with the prescribed project.

3. Professional Development

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

4. Field Trip

Move to approve the following field trip for students in the Metuchen School District:

School	Destination	Class/Group	Teachers/Advisors	Date(s)	No. of Students
EMS	Pizzeria Uno & Grill Metuchen, NJ	Students will order from a menu and review restaurant etiquette.	Nicole Cornely and 3 paras	6/12/15	4

5. Facilities Use Agreement with BASC

Move to approve a Facilities Use Agreement with BASC (Before and After School Care) effective September 1, 2015 through June 30, 2016 at the rate of \$1050/month.

6. Bond Refunding Resolution

REFUNDING BOND ORDINANCE OF THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE OUTSTANDING CALLABLE REFUNDING SCHOOL BONDS OF THE SCHOOL DISTRICT, DATED MARCH 15, 2005, ISSUED IN THE ORIGINAL PRINCIPAL AMOUNT OF \$18,830,000, APPROPRIATING NOT TO EXCEED \$13,500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$13,500,000 REFUNDING BONDS TO PROVIDE FOR SUCH REFUNDING.

BE IT ORDAINED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the "School District") is hereby authorized to refund all or a portion of the outstanding refunding school bonds of the School District issued in the original principal amount of \$18,830,000 and dated March 15, 2005 (the "2005 Bonds"). The 2005 Bonds maturing on or after September 15, 2016 may be redeemed at the option of the School District in whole or in part on any date on or after September 15, 2015 (the "Redemption Date") at a redemption price equal to the par amount of the 2005 Bonds to be redeemed plus accrued interest, if any, to the Redemption Date.

Section 2. In order to finance the cost of the purpose described in Section 1 hereof, negotiable refunding bonds (the "Refunding Bonds") are hereby authorized to be issued in the aggregate principal amount not to exceed \$13,500,000 pursuant to N.J.S.A. 18A:24-61 et seq.

Section 3. An aggregate amount not exceeding \$175,000 for items of expense listed in and permitted under N.J.S.A. 18A:24-61.4 has been included in the aggregate principal amount of Refunding Bonds authorized herein.

Section 4. The purpose of the refunding is to incur an interest cost savings for the School District.

Section 5. A supplemental debt statement has been prepared and filed in the offices of the Borough Clerk and the Business Administrator/Board Secretary and in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey as required by law. Such statement shows that the gross debt of the Borough as

defined in the Local Bond Law and the school debt of the School District is increased by the amount the Refunding Bond authorization exceeds the amount of the proposed refunded bonds.

Section 6. No Local Finance Board approval is required as the issuance of the Refunding Bonds will comply with the requirements of N.J.A.C. 5:30-2.5.

Section 7. The Board President, the Superintendent, the Business Administrator/Board Secretary and other appropriate representatives of the School District are hereby authorized to prepare such documents, to publish such notices and to take such other actions as are necessary or desirable to enable the School District to prepare for the sale and the issuance of the Refunding Bonds authorized herein and to provide for the redemption of the 2005 Bonds referred to in Section 1 hereof.

Section 8. This bond ordinance shall take effect immediately after final adoption.

7. Out of District Student Placements

Move to approve the following extended school year out of district student placements:

Special Services		
Extended School Year 2015		
Out of District Students		
SCHOOL ID	PROGRAM/SCHOOL	TUITION
202006	Bright Beginnings	\$4,031
002017002	Bright Beginnings	4,582
002017217	Central School East Brunswick	4,225
002017174	Collier High School	8,912
002017220	Collier High School	8,912
2020004	Douglas Developmental	20,200
2022011	Eden Institute	14,981
2019170	Eden Institute	16,512
2022005	Eden Institute	14,981
002024003	Hi-Step	3,600
002025011	Hi-Step	3,600
2026237	Hi-Step	3,600
002022181	JFK Vo Tech	3,481
2014066	Midland School	8,206
2015216	Midland School	8,206
2020017	Newmark	3,850
2013211	Piscataway Regional Day	4,031
2014600	Piscataway Regional Day	4,031
00202034	Rugters - UBHC	11,990
002017076	Village School-Holmdel	3,110
002014155	Y.A.L.E. School	8,092
6/3/2015	TOTAL	\$163,133

8. Independent Board Certified Behavioral Analyst

Move to approve Brett DiNovi & Associates as the provider of an independent Board Certified Behavioral Analyst (BCBA) at a rate of \$115 per hour to conduct a functional behavior assessment (FBA) and develop a behavioral intervention plan (BIP). Estimated number of hours is 10-12.

Items B1 – B8

Mr. Small Mr. Benderly
Moved Seconded Motion Carried (8-0)

C. Policy

1. Membership Resolution

The Board of Education of School District No. 3120, County of Middlesex, State of New Jersey, as provided for in chapter 172 Laws 1979 (N.J.S.A. 18A:11-3, et seq.) herewith enrolls Metuchen high School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue to effect until or unless rescinded by the Board of Education and shall be included among those policies adopted annually by the Board. Pursuant to N.J.S.A. 18A:11-3 in adopting this resolution the Board of Education adopts as its own policy and agrees to be governed by the Constitution Bylaws and Rules and Regulations of the NJSIAA.

2. First Reading of Policies and Regulations

Move to approve the first reading of the following policies and regulations:

- o Policy and Regulation 5200 – Attendance
- o Policy and Regulation 5306 – Health Services to Nonpublic Schools
- o Policy and Regulation 5308 – Student Health Records
- o Policy and Regulation 5310 – Health Services
- o Policy 5339 – Screening for Dyslexia
- o Policy 8505 – Wellness Policy/Nutrient Standards for Meals and Other Foods

3. Suspensions

The board hereby acknowledges receipt of the suspension report summary for May 25 through June 5, 2015.

Items C1 – C3

Ms. Gibson Mr. Benderly
Moved Seconded Motion Carried (8-0)

D. CURRICULUM

Nothing at this time.

XV. Meeting Open to Public

Nothing at this time.

XVI. Announcements

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

XVII. Motion to Go Into Executive Session

(when applicable)

MEETING ADJOURNED 9:20PM

Mr. Lifton Ms. Gibson
Moved 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, PROPERTY, AND COLLECTIVE BARGAINING MATTERS, and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

Professional Development for Board Approval				6-9-15			
Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
6/4/2015	6/4/2015	Heroes	Gazda, Valerie	MHS	\$ 35.00		15-172
7/14/2015	7/14/2015	Symposium on School Safety	Porowski, Edward	CES	\$ -	No cost	
7/24/2015	7/24/2015	Fundamentals of Boiler Operation Maintenance Seminar	Redmond, Gerard	C/O	\$ 50.00	Other	
"	"	"	Lesniak, Chad	Moss	\$ 50.00	Other	
"	"	"	Cooper, Mark	CES	\$ 50.00	Other	
"	"	"	Kosciusko, Lenny	MHS	\$ 50.00	Other	
"	"	"	Jerscheid, Paxton	Maint.	\$ 50.00	Other	
"	"	"	Jean-Gilles, Jean	Maint.	\$ 50.00	Other	