

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

BUSINESS MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, March 10, 2015 – 8:00 PM

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

IV. Showcase of Success

- Edgar Middle School Principal Kathy Glutz presented the First Place winners in the Edgar Middle School Science Fair:
 - 5th grade: Sophie Calish and Clara Boyd
 - 6th grade: James Santus and Brandon Kick
 - 7th grade: Daniel Melendez
 - 8th grade: Chloe Jaques and Alanna Redwood
- As sponsors of the EMS Science Fair, Anne Lackland, President of the Metuchen Education Foundation (MEF) and Paula Best were present to speak about the work of the organization.

Presentation/Discussion Items

Mr. Capra and Mr. Cohen presented a proposal for an Integrated Preschool.

There was a discussion of the following budget items:

- Mr. Caputo presented a tentative personnel budget
- Mr. Harvier presented and asked the Board to approve a tentative budget

V. Report of the President of the Board of Education

Nothing at this time.

VI. Report of the Superintendent of Schools

Mr. Caputo reported on the district goals report deferred from February 24th.

VII. Report of the Business Administrator/Board Secretary

Nothing at this time.

VIII. Committee Reports

Technology:

Ms. Matisse reported committee has not met since last Board Meeting the next Technology Committee Meeting will be on March 23.

Personnel:

Mr. Lifton reported committee has not met since last Board Meeting.

Curriculum:

Report given by Mr. Benderly.

Athletics:

Ms. de Vries reported committee has not met since last Board Meeting.

Policy:

Report given by Ms. Gibson.

Finance:

Report given by Mr. Small.

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 24, 2015 Board Meeting (1), (2), Executive Session

Mr. Lifton Ms. Lanton
Moved 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.

XIV. Meeting Open to the Public

(for comments on the Recommendations of the Superintendent)

Nothing at this time.

XV. 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 accept with regret the retirement of John Morrison as Music Teacher at Metuchen High School effective July 1, 2015.

2. Retirement - Non-Certificated Staff

Move to accept with regret the retirement of Maggie Ryan as Administrative Assistant to the Superintendent of Schools effective August 1, 2015.

3. Medical Leave of Absence

Move to approve a medical leave of absence for Elaine Goldstein, Guidance Counselor at EMS, beginning March 23, 2015 until approximately May 18, 2015.

4. Supervisor at the Zone

Move to approve Emily Mertz as Supervisor at the Zone on an as needed basis for the 2014-2015 school year \$40/hr.

5. Appointment - Non-Certificated Staff

Move to approve Aureli Ramos as lunch/playground aide at Campbell School for the 2014-2015 school year effective March 11, 2015 at the rate of \$11.60/hr.

6. Appointment - Volunteer Coach

Move to appoint William Colavito as volunteer baseball coach for Edgar Middle School for the 2014-2015 school year.

Items A1-A6

Mr. Liffon Mr. Benderly

Moved Seconded Motion Carried (8-0)

B. FINANCE

1. Adoption of the 2015-2016 Tentative School Budget

WHEREAS, the Board of Education must adopt and submit a tentative 2015-2016 school district budget for the New Jersey Department of Education review and approval

NOW THEREFORE BE IT RESOLVED that the Metuchen Board of Education adopt the tentative 2015-2016 school district budget as follows:

	Appropriations	Local Tax Levy
Total General Fund	34,107,585	32,825,065
Total Special Revenue Fund	1,055,834	
Total Debt Service Fund	2,646,121	2,383,161

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

2. NJ Achievement Coaches Grant

Move to approve the district's NJ Achievement Coaches Grant award starting February 01, 2015 through August 31, 2015:

Program Name	Amount	Description
NJ Achievement Coaches	\$74,352	Highly effective teachers will attend NJDOE training, demonstrate effectiveness and will share the training at the local level with other teachers via peer-to-peer coaching.

3. Professional Development

Move to approve the following Professional Development Activities as shown on the attached list.

4. Field Trips

Move approval of the following field trips for students in the Metuchen School District as shown on the attached list:

Items B1-B4

Mr. Small Mr. Benderly

Moved Seconded Motion Carried (8-0)

C. POLICY

1. Suspensions

The board hereby acknowledges receipt of the semi-monthly district suspension report summary for Monday, February 23 through Friday, March 6, 2015.

Ms. Gibson
Moved

Mr. Liffon
Seconded

Motion Carried (8-0)

D. CURRICULUM

Nothing at this time.

XVI. Meeting Open to Public

A resident spoke in relation to the consistency to read in the classroom for future PARCC Testing. She supported the preliminary budget and Integrated Preschool.

XVII. Announcements

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

XVIII. Motion to Go Into Executive Session

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 where they will discuss HIB cases, and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exists.

Mr. Liffon
Moved

Ms. McGuire
Seconded

Board of Education Meeting 3/10/15

Professional Development for Board Approval 3/10/15							
Start Date	End Date	Activity Title	Last, First Name	Building Name	Requested	Payment Method	FFPI #
3/5/2015	3/8/2015	Nike Football Coach's Clinic	Ulmer, Robert	MHS	\$ 644.90	FFPI	15-153
3/10/2015	3/10/2015	NJSIAA Winter Track & Field Committee Meeting	Holleran, Martin	MHS	\$ -	No cost	
3/14/2015	3/14/2015	NJAAPT Spring Meeting 2015: NGSS NJAAPT Saturday, March 14, 2015 from 8:00 AM to 3:30 PM (EDT)	Smith, James	MHS	\$ 60.45	Other	
3/14/2015	3/14/2015	NJASL Annual Spring Event: Leading Your Library into the Future	Glave, Patricia	MHS	\$ 55.60	FFPI	15-148
3/16/2015	3/16/2015	NJASA Workshop - Your District Vision - Make It Happen: Strategic Planning as a Tool to Do the Right Work	Caputo, Vince	C/O	-	No cost	
3/16/2015	3/16/2015	NJASA Workshop - Your District Vision - Make It Happen: Strategic Planning as a Tool to Do the Right Work	Cohen, Richard	C/O	-	No cost	
3/26/2015	3/26/2015	MUTT-I GREES Curriculum Orientation and Basic Training	Cohen, Richard	C/O	\$ -	No cost	
4/16/2015	4/17/2015	Governmental Purchasing Association of NJ Symposium	Orcutt, Tracey	C/O	\$ 654.98	Other	
4/24/2015	4/24/2015	Good Ideas Conference	DeMott, Elizabeth	MHS	\$ 25.00	FFPI	15-155
5/5/2015	5/7/2015	WRS® INTRODUCTION /APPLIED	Warakomski, Alaina	CES	\$ 650.00	FFPI	15-156

Board of Education Meeting 3/10/15

		METHODS					
6/2/2015	6/4/2015	NJ Association of School Business Officials' Conference	Harvier, Michael	C/O	\$ 415.00	Other	
6/10/2015	6/10/2015	CASE Approach Training	Chango, Lisa	EMS	\$ -	No cost	
6/10/2015	6/10/2015	Chronological Assessment of Suicide Events (CASE) Approach Training	Goodson, Tiffany	C/O	\$ -	No cost	
6/12/2015	6/12/2015	Strauss Esmay Associates' Annual School Law & Policy Seminar	Caputo, Vince	C/O	\$ -	No cost	
6/12/2015	6/12/2015	Strauss Esmay Associates' Annual School Law & Policy Seminar	Harvier, Michael	C/O	\$ -	No cost	

Field Trips for Approval

Board of Education Meeting 3-10-15

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Presbyterian Church Metuchen, NJ	Band, choir and orchestra students will perform in chamber ensembles in a recital at the Presbyterian Church.	John Morrison Elisabeth McPeak Stefeny Kromholz	3/11/15	56
MHS	Grounds for Sculpture Hamilton, NJ	French Club students will visit Grounds for Sculpture to see impressionist pieces of art in 3-D.	Anna Girin Kerry Blaze Leigh Hanbridge Nora Ruhno	5/28/15	40
EMS	St. Luke's Church Metuchen, NJ	Students in Ms. Cornely's class will use St. Luke's church kitchen to work on food preparation skills.	Nicole Cornely Judy Hoffman Will Colavito	3/13/15 3/20/15 and 3/27/15	3
EMS	Rutgers – NJ Agricultural Experiment Station, New Brunswick, NJ	STREAM students will see a real functioning greenhouse which will be beneficial to their STREAM greenhouse project.	Vivian Petrakakos	3/19/15 (after school)	20
CES	Rutgers Geology Museum New Brunswick, NJ	3 rd Grade students will visit Geology Museum to enhance the study of geology and earth science.	Melissa Fiore Theresa Yakowenko Amy Artman Jackie Salit	4/22/15 morning	45
CES	Same as above.	Same as above.	Michelle Bethe Kathleen Roder Danielle Weitzner Kathy DeNicola Josephine Czochanski	4/22/15 afternoon	45
CES	Same as above.	Same as above.	Kara Wong Franchesca Hunt	4/23/15 morning	46
CES	Same as above.	Same as above.	Nicole Valera Melissa Gubernat Cathy Piegaro Meghan O'Connor	4/23/15 afternoon	22