

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

MEETING MINUTES

of the Metuchen Board of Education

Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Thursday, January 29, 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	A	Ms. Matisse	P
Ms. deVries	P	Ms. McGuire	P
Ms. Gibson	P	Mr. Small	P
Ms. Lanton	A	Mr. Stern	A
Mr. Lifton	P		

IV. Presentation/Discussion Items

❖ **Showcase of Success**

Superintendent Vincent Caputo presented:

Ms. Glutz Principal of Edgar Middle School who announced contest winners:

- County "Speak Up" contest winner Grace Schleck. Grace an 8th Grade student read her essay at the meeting.
- School Geography Bee winner Alan Wu.
- School History Bee winner – results not yet announced.

Mr. Porowski Principal of Campbell School who announced contest winners:

- County art contest winner Alexandra Lipshutz

- School Geography Bee winner Julian Dutable,
- Noetic Learning honoree Third grade team achievement award
- Noetic Learning 3rd grade team winner Emily Lan
- Noetic Learning 4th grade team winner Julian Dutable

Mr. Caputo congratulated all winners.

Mr. Lifton thanked all the winners for coming and they make the district proud.

❖ **Policy Discussion**

Jackie Gibson discussed abolishing the following policy and regulation based on the recommendation of Strauss Esmay.

- Policy 1522 - School Level Planning (ABOLISH)
- Regulation 5620 - Expulsion (ABOLISH)

❖ **Budget**

Mr. Harvier distributed handouts and reviewed the following: Budget Calendar, Baseline Data Report, Transportation, Maintenance and Custodial Accounts and Punch list items. Mr. Small recommended the public can benefit from the budget process and participate by going to the website and review the meetings scheduled on the budget calendar. Come and be part of the process and have an opportunity to see where the spending is going.

V. Report of the President of the Board of Education

Mr. Lifton spoke of the County Superintendent selecting the leadership for the new Board after the vote resulted in a 4-4 tie at the reorganization meeting. Mr. Lifton will serve as Board President and Ms. McGuire will serve as Board Vice President. All four candidates who interviewed with her took something from the process and that every member of the Board is here to serve the public and students of the district.

VI. Report of the Superintendent of Schools

The Superintendent reported on district goals.

VII. Report of the Business Administrator/Board Secretary

Mr. Harvier reported the Secretary Report, Treasurer's Report, Budget Transfers and Bill Lists Fund 10, 20 and 30.

VIII. Committee Reports

Technology:

Report given by Ms. Matisse

Athletics:

Report given by Ms. de Vries

Finance:

Report given by Mr. Lifton

Personnel:

Report given by Mr. Lifton

Policy:

Report given by Ms. Gibson

Curriculum:

Report given by McGuire

IX. New Business

Mr. Caputo discussed PARCC Test information available on the district website under the parent section.

X. Old Business

Nothing at this time.

XI. Minutes

Move to approve the minutes of the following meetings:

November 25, 2014	Board Meeting
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Mr. Lifton	Ms. Matise	
Moved	Seconded	Motion Carried (5-0-1) (Mr. Small abstained)

December 9, 2014	Board Meeting
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Mr. Lifton	Ms. Gibson	
Moved	Seconded	Tabled.

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

(TO BE TO BE POSTED UPON ACTION BY THE BOARD OF EDUCATION)

1. Resignation - Certificated Staff

Move to accept the resignation of Richard Pepe as Supervisor of Mathematics and Instructional Technology effective February 18, 2015.

2. Resignation - Non-certificated staff

Move to accept the resignation of Margaret Ryan as Recording Secretary of the Board of Education retroactive to December 31, 2014, with a reduction of salary of \$7,500 prorated for the 2014-15 school year.

3. Appointment - Non-certificated staff

Move to appoint Deborah Finden as Recording Secretary of the Board of Education effective January 1, 2015 for a stipend of \$7,500 prorated for the 2014-15 school year.

4. Appointment – Long-Term Substitute

Certificated Staff – Appoint Kerri Williams as long term substitute for Mary Ellen Kulesza (Campbell School 2nd Grade Teacher) effective February 1, 2015 through approximately May 15, 2015 at the rate of \$80 per day for days 1 – 20 and \$266.04 per day for days 21 through the end of the assignment

5. Maternity/Childcare Leave of Absence - Certificated Staff

Maternity/Childcare Leave of Absence for Melanie Gilbert (EMS Physical Education/Health teacher) effective approximately April 20, 2015 through November 13, 2015.

6. Appointment - Paraprofessional

Move to approve the appointment of Jerry Haney as a paraprofessional for the 2014-2015 school year effective retroactively to January 20 at the rate of \$16.11/hr.

7. Extension of Leave - Non-Certificated Staff

Move to approve an unpaid leave of absence (FMLA) for Susan Nemer effective January 28, 2015 through April 24, 2015.

8. Appointment - Substitute Secretary

Move to appoint Kate Eosso as an additional substitute secretary at the rate of \$11.45/hr.

9. Appointment - Substitute Paraprofessional

Move to appoint Kate Eosso as a substitute paraprofessional for the 2014-2015 school year at the rate of \$13.00/hr.

10. Winter Coaching Staff - Resignation

Move to accept the resignation of Jim Lane, Assistant Basketball coach effective January 28, 2015.

11. Winter Coaching Staff - Appointment

Move to approve the appointment of Daniel Wormann, JV Basketball coach effective January 30, 2015 for a stipend of \$5,706 prorated.

12. Spring Coaches

Move to approve the following as coaches for the 2015 Spring Athletic Season:

<i>Sport - MHS</i>	<i>Coach</i>	<i>Position</i>	<i>Step</i>	<i>Stipend</i>
Baseball	*Leo Danik	Head Coach	3	\$8,176
	*Tyler Jackow	JV Coach**	1	\$2,677
	*Rob Benetti	JV Coach**	1	\$2,677
	*Robert Dougherty	Freshman	3	\$5,237
	Kenneth Smith	Volunteer Coach	-	-0-
Softball	Melissa Jennings	Head Coach	3	\$8,176
	Rick Carter	JV Coach	3	\$5,667
	*Steve Jennings	Volunteer Coach	-	-0-
	*George Micak	Volunteer Coach	-	-0-
Boys' Tennis	Robert Strauss	Head Coach	3	\$6,452
	*Patricia Mayo	Assistant Coach	3	\$4,388
Boys' Spring Track	Martin Holleran	Head Coach	3	\$8,176
	*Kyle Thomas	Assistant	3	\$5,590
Girls' Spring Track	Kelli Holleran	Head Coach	3	\$8,176
	James Thomas	Assistant	3	\$5,590
Golf	Richard Stoner	Head Coach	3	\$6,137
	Frank Ruggiero	Assistant	2	\$3,891
Sports - Middle School				
Baseball	John Butler	Coach		\$2,976
Softball	Beth Abbott	Coach		\$2,976
Track	SueAnn Caruso	Coach		\$2,976
	Emily Mertz	Coach		\$2,976
	Edward Ronk	Coach		\$2,976

*Not a member of MHS staff.

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 November 30, 2014.

4. Prorated Stipend

Move to approve a prorated sixth period stipend for EMS Special Education teacher Michelle Gouveia for providing an additional fifth grade math resource program.

5. Out-of-District Placement

Move to approve an out of district placement for student 789343 in the G. Austin Schoenly School in the Spotswood School System effective February 4, 2015 at the rate of \$12,500 which includes related services.

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.

Items B1 – B7

Mr. Small Ms. McGuire

Moved Seconded Motion Carried (6-0)

C. POLICY

1. First reading of Policy/Regulation

Move to approve the first reading of the following policies:

- o Policy 1522 - School Level Planning (ABOLISH)
- o Regulation 5620 - Expulsion (ABOLISH)

2. Calendar

Move to approve the calendar for the 2015-2016 school year.

3. Harassment, Intimidation, and Bullying

Move to approve the findings of the previously reported case EMS 120214 001.

Items C1 – C3

Ms. Gibson Ms. de Vries

Moved

Seconded

Motion Carried (6-0)

D. CURRICULUM

Nothing at this time.

XIV. Meeting Open to Public

Nothing at this time.

XV. Announcements

Mr. Caputo announced the district used its first snow day. Tuesday, February 17, 2015 school will be in session.

XVI. 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 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.

Meeting was adjourned at 9:35 PM.

Board Meeting – January 29, 2015

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
1/27/2015	1/27/2015	PARCC Training Session	Stike, Brian	Edgar Middle School	0	No cost	
1/28/2015	1/28/2015	Meeting the Writing Demands of the PARCC Performance Based Assessment	Pata, Tara	CES	\$ 80.00	No cost	
2/3/2015	2/3/2015	AMTNJ: Implementing Success on PARRC	Kennedy, Danielle	EMS	\$ 165.00	FFPI	15-127
2/5/2015	2/5/2015	GHS (Global Harmonization System) - OSHA Training	Redmond, Gerard Heline, Bruce Cooper, Mark Luna, Juan Ramos, Carlos	C/O EMS CES CES MHS	\$ -	No cost	
2/5/2015	2/7/2015	The Food Project Winter Institute	Gallagher, Scott	MHS	\$ 1,086.16	FFPI	15-130
2/9/2015	2/9/2015	Section 504 of the Rehabilitation Act	Stike, Brian	EMS	\$ 150.00	Other	
2/10/2015	2/10/2015	Implementation of Next Generation Science Standards	McLaughlin, Beth	EMS	\$ 135.00	FFPI	15-125
2/10/2015	2/10/2015	Implementation of the Next Generation Science Standards	Ronk, Ed	EMS	\$ 142.68	FFPI	15-132
2/17/2015	2/18/2020	National Association of School Psychologists	Brown, Theresa	Moss	\$ 1,069.00	FFPI	15-070
2/19/2015	2/21/2015	NJMEA Music Conference	Kromholz, Stefeny	EMS MHS	\$ 166.00	FFPI	15-128
2/23/2015	2/24/2015	NJAPERD Annual Convention 2015	Gazda, Valerie	MHS	\$ 175.00	FFPI	15-129
3/3/2015	3/3/2015	Assisting Students with Informational Text Reading: Word Study, Comprehension, and Content Learning	Lewis, Marilyn	EMS	\$ 177.40	FFPI	15-134

Board Meeting – January 29, 2015

3/7/2015	3/7/2015	School Bus Driver Safety Seminar	Donohue, Sheila Szwast, Anna Rhodes, Linda Bailey, Gail Delgado, Angela Hernandez, Raysa Rhodes, Ron Szwast, Marian	C/O	\$35.00/person	Other	
3/16/2015	3/17/2015	EXPO 15 Safe Sustainable Schools	Redmond, Gerard	C/O	Not to exceed \$400.00	Other	
3/31/2015	3/31/2015	Evidence, Evidence, and More Evidence: Are You on Target with Your Observations and Use of Artifacts to Support Teacher Evaluation?	Porowski, Edward	CES	\$ -	No cost	

Field Trips for Approval

Board of Education Meeting 1-27-15

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
CES	Moss School	Grade 3 students will work with kindergarten students to write poetry about animals – preparing for Carnival of the Animals	M. Bethe K. Roder	1/23/15	23
EMS	Metuchen High School	8 th Grade Orchestra students will rehearse with the HS Orchestra to encourage them to select Orchestra as an HS arts elective.	E. McPeak	1/28/15	13
EMS	Tano Mall Edison, NJ	Students will learn how to do their laundry (Ze Plaza Laundromat) and have lunch at Tony's Pizzeria.	N. Cornely and classroom paras.	2/6/15 & 2/27/15	3
EMS	Bergen County Community College	8 th Grade ROGATE students will each make an oral presentation of their research (which will be scored) to other students at the ROGATE Exposition	M. O'Connell, D. Brown, K. Henn	6/1/15	22
MHS	Campbell School	12 th Grade Safety Ambassadors will teach safety lessons to 1 st grade students.	K. Flores D. Scala S. Karger D. Scala	2/10/15 3/24/15 4/14/15 5/19/15	8
MHS	Joey D's Pizzeria Metuchen, NJ	Grades 9 – 12 members of the Italian Club will celebrate Carnevale with presentations about the holiday in Italy while enjoying pizza.	R. Kamin	2/17/15 (after school)	20
MHS	Philadelphia Museum of Art Philadelphia, PA	French Club students will learn about the lives and works of the impressionist artists (guided tour). Lunch will be authentic "fondue" culinary experience at The Melting Pot.	A. Girin L. Hanbridge N. Ruhno J. Lewandowski	2/26/15	40
MHS	Rutgers University Piscataway, NJ	Grades 9-12 students will attend Engineering Career Day at Rutgers University	L. DeMott, F. Minnella	3/18/15	Up to 45

Board Meeting – January 29, 2015

MHS	Washington, D.C.	Band, Orchestra and Concert Choir students will visit monuments, the Smithsonian, the National Zoo and will perform at the Kennedy Center, the Marine Corps Museum and on the Washington Mall.	J. Morrison J. Messenger E. McPeak S. Kromholz & parents TBD	4/16- 19/15	120
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