

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**MEETING Minutes**

**of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**Tuesday, October 21, 2014**

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

**IV. Presentation/Discussion Items**

❖ **Showcase of Success**

Superintendent Vincent Caputo presented current 4<sup>th</sup> and 5<sup>th</sup> grade students who received top scores of 300 on the 2014 NJASK 3,4.

❖ **Policy**

There was a discussion of the following policies:

- Policy 5710 Pupil Grievance/Appeal
- Policy 3125 Employment of Teaching Staff Members
- Policy 4125 Employment of Support Staff Members
- Policy 3230 Outside Activities (Teaching Staff Members)
- Policy 4230 Outside Activities (Support Staff Members)

Policies discussed were changed because of the removal of some language for clarification and updated to comply with statutory changes.

❖ **Assessment Data**

Assistant Superintendent Rick Cohen presented a PowerPoint of his annual report to the Board and to the public about assessment data.

**V. Motion to go into Executive Session**

BE IT RESOLVED that pursuant to the Open Public Meetings Act the Board now meet in closed session to receive advice of construction legal counsel regarding modular unit replacement contract issues. The matters discussed will be disclosed to the public when the need for attorney client confidentiality no longer exists.

Mr. Lifton  
Moved

The Board reconvened after the completion of the discussion.

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

Nothing at this time.

**VII. Report of the Superintendent of Schools**

The Superintendent gave a mini-update on district goal completion.

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

Nothing at this time.

**IX. Committee Reports**

Finance The committee met and discussed technology, staffing levels, and and the need for a technology assessment. They discussed a clean energy grant, some change orders are necessary for the boilers and there are still some kinks to be worked out. They discussed the purchase of a new school bus since one of the current busses is ageing out, the future of the old equipment in the fitness center, 2014-2015 budget, health insurance increases, Special Education costs , a facilities assessment, and the need for new components for our telephone system.

**X. New Business**

There was a question about data presentation.

**XI. Old Business**

**XII. Minutes**

Move to approve the minutes of the following meetings:

October 7, 2014	Board Meeting, Executive Session
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Mr. Lifton                      Mr. Bederly  
Moved                              Seconded                      Motion carried 6-0

**XIII. Meeting Open to the Public**

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

**XIV. Meeting Open to the Public**

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

**XV. Recommendations of the Superintendent of Schools**

*(at this time the Board will take formal action on the following items)*

**A. PERSONNEL**

**1. Retirement**

Move to accept the retirement of Debra Thomas, substitute custodian/bus driver effective July 1, 2015.

**2. Long Term Substitute**

Move to approve Mitchell Dakelman as long term substitute for Edgar School Librarian retroactive to September 2, 2014 through October 17, 2014. Salary status: Days 1 through 20 - \$80.00/day and days 21 through end of assignment - \$266.04/day.

**3. Maternity/Childcare Leave of Absence**

Move to approve a maternity/childcare leave of absence for Lauren Korellis (MHS - Special Education) from approximately March 19, 2015 through June 30, 2015.

**4. Appointment - Substitute Custodian**

Move to approve Shelvin Corbitt as substitute custodian for the 2014-2015 school year at the rate of \$10/hr.

**5. Appointment - Substitute Teachers**

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

Name	Certification
Ileana Constantin	Art (certificate of eligibility)
Subashini Megothan	Substitute
Kelsey Murray	Art (certificate of eligibility)
John Pilato	Elementary
Holly Rebovich	Elementary, MS Math, MS Science
Deborah Stolz	Substitute
Matthew Weiner	English

Ms. deVries  
Moved

Ms. Gibson  
Seconded

Motion carried 6-0

## 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 August 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 September 23, 2014 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. New Jersey School Boards Association Workshop

Move to approve the attendance of Gerard Redmond, Supervisor of Facilities, Buildings and Grounds at the NJSBA Workshop in Atlantic City, New Jersey, October 28-29, 2014 at a cost not to exceed \$500.

### 4. Increase in Rate

Move to approve an increase in the bedside instruction rate at UBHC-Rutgers University Healthcare from \$55 to \$65 per hour.

**5. Amendment to the 2014-2015 NCLB Grant**

Move to approve the amendment to the 2014-2015 NCLB grant to reflect the [carryover from NCLB 2013-2014](#) for Title IA of \$14,282 and for Title IIA of \$7,361.

**6. Non-Public Technology**

Move to approve the following non-public technology purchases:

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral	BrainPOP	1		BrainPOP Classroom Access	\$220.00	\$220.00
St. Francis Cathedral	CDW-G	1	2519050	HP Enterprise 500 M551DN Printer	\$739.64	\$739.64
St. Francis Cathedral	QuaverMusic.com	1	CP-01a	ClassPlay	\$795.00	\$795.00
St. Francis Cathedral	QuaverMusic.com	1	ES-KITa	Essentials Kit plus S&H \$14.95	\$1,495.00	\$1,509.95

**7. Professional Development**

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

**8. Field Trips**

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

Items B1-8  
 Mr. Lifton                      Ms. Lanton  
 Moved                              Seconded                      Motion carried 6-0

**9. Resolution**

**Resolution Authorizing Release of Payment to Contractor**

**WHEREAS**, M & M Construction Co., Inc. intends to pursue payments of Change Order No. 2 in the amount of \$17,876.00, and  
**Whereas**, the Project Architect has confirmed that there are sufficient reserved funds to secure completion of the remaining project work and the payment of credits claimed by the School District.  
**NOW THEREFORE BE IT RESOLVED** that the payment of \$434,563.10 to M & M Construction Co. Inc. approved on September 23, 2014 be released and paid to the Contractor.

Mr. Lifton                      Ms. Lanton  
 Moved                              Seconded                      Motion carried 6-0

## C. POLICY

### 1. First Reading of Policy

There will be a first reading of the following policies:

- Policy 5710 Pupil Grievance/Appeal
- Policy 3125 Employment of Teaching Staff Members
- Policy 4125 Employment of Support Staff Members
- Policy 3230 Outside Activities (Teaching Staff Members)
- Policy 4230 Outside Activities (Support Staff Members)

### 2. Harassment, Intimidation, and Bullying

Move to approve the findings of the previously reported case MHS090914001.

### 3. Professional Development Plan

Move to approve the adoption of the 2014-2015 District Professional Development fiscal plan for the amount of \$4,810.

Items C1-3

Ms. Gibson

Moved

Ms. Lanton

Seconded

Motions carried 6-0

with Mr. Lifton abstaining on C2 and C3

## D. CURRICULUM

*Nothing at this time.*

## XIV. Meeting Open to Public

## XV. Announcements

## 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.

## Professional Development for approval: October 21, 2014

Start Date	End Date	Activity Title	Last First Name	Building Name	Requested Expense Total	Payment Method	FPPI Proposal Number
10/18/2014	10/18/2014	Middle School Computer Club in a Box	Misuraca, Roseann	EMS	0	No cost	
12/6/2014	12/6/2014	Middle School Computer Club in a Box	Misuraca, Roseann	EMS	0	No cost	
10/22/2014	10/22/2014	Fall Conference - Embracing the Past and Shaping the Future: New Jersey and the World	Levine, Judith	MHS	0	No cost	
10/23/2014	10/23/2014	Supporting Struggling Students: School Roles and the Power of Collaborative Teams	Goodson, Tiffany	C/O	0	Other	
10/23/2014	10/23/2014	Supporting Struggling Students: School Roles and the Power of Collaborative Teams	Kirschner, Brooke	CES	60	Other	
10/23/2014	10/23/2014	Supporting Struggling Students: School Roles and the Power of Collaborative Teams	Cohen, Rick	C/O	0	Other	

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10/23/2014	10/23/2014	Supporting Struggling Students: School Roles and the Power of Collaborative Teams	LaFauci, Susan	MHS	0	Other	
10/23/2014	10/23/2014	Supporting Struggling Students: School Roles and the Power of Collaborative Teams	Stike, Brian	EMS	0	Other	
10/24/2014	10/24/2014	Identifying and Managing At-Risk Youth in School & Community	Granados, Lisa	EMS	105	FFPI	15-062
10/24/2014	10/24/2014	Identifying and Managing At-Risk Youth in Schools and Community	Theiss, Christina	MHS	105	FFPI	15-061
10/24/2014	10/24/2014	Identifying and Managing At-Risk Youth in Schools and the Community	Goldstein, Elaine	EMS	100	FFPI	15-063
10/29/2014	10/29/2014	NJSBA Conference	Santasieri, Erin	CES	47.55	No cost	
11/2/14	11/4/14	Literacy for all Conference	Mertz, Emily	EMS	\$1,174.65	FFPI	15-011
11/2/14	11/4/14	Literacy for all Conference	Muller, Jennifer	EMS	\$1,174.65	FFPI	15-076
11/13/14	11/13/14	Vaccines for children Conference	Sessa, MaryKay	Moss	\$55.00	FFPI	15-078



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11/17/2014	11/17/2014	Common Core Writing Instruction Across Content Areas	Jacobson, Tiffany	C/O	\$154.27	Other	
11/17/2014	11/17/2014	Common Core Writing Instruction Across Content Areas	Stead, Pamela	EMS	\$154.27	Other	
11/20/14	11/23/14	National Council for the Social Studies Annual Conference	Butler, Michael	EMS	\$1,000.00	FFPI	15-068
12/3/2014	12/3/2014	RESPONSE TO INTERVENTION: Practical Strategies for Intervening with Students Before They Fall Too Far Behind in Reading	Donohue, Christine	CES	229	FFPI	15-060
12/12/2014	12/12/2014	I can't to I can: Helping Struggling reader Succeed by Developing Ownership, Agency, and Independence	Bruno, Kristin	EMS	150	FFPI	15-064
1/21/2015	1/21/2015	Using iPads and Other Effective Technology Tools to Enhance Student Learning in Your WORLD LANGUAGE CLASSROOM	Camargo, Laura	EMS	235	FFPI	15-059
3/27/2015	3/27/2015	Ethics in ABA	Brown, Theresa	Moss	0	No cost to district	

Field Trips - September 23, 2014

<b>School</b>	<b>Destination</b>	<b>Class/Group</b>	<b>Teachers/ Advisors</b>	<b>Date(s)</b>	<b>No. of Students</b>
CES	Von Thun Farms, South Brunswick, NJ	First Grade students will learn about the life cycle of edible plants and practice respectful behavior (anti-bullying).	T. Palmieri, S. Lass, S. Gil, D. Kindler, M. Dunne, C. Evans, J. Doherty	10/29/14	157
EMS	Ranney School, Tinton Falls, NJ	Grades 5 & 6 Math Club students will compete against students from other schools solving math problems individually and as a team.	K. Logan	10/23/14	12
MHS	Trills & Thrills Music Festival Boyertown, PA	Chorus/Orchestra (grades 7 & 8) will compete at Music Festival.	S. Kromholz, E. McPeak, J. Gallagher, R. Keyes and 20 parent volunteers	5/29/15	153
MHS	Friends of Family Daycare, Metuchen, NJ	Students will paint pumpkins with children and read books to them.	S. Karger, J. Reisman	10/30/14	25
MHS	Campbell School	Orchestra students will perform at the Campbell School Halloween Parade	E. McPeak, C. DeSimone	10/31/14	50