

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

Since Mr. Lifton (Board President) was absent and Ms. Gibson Board (Vice-President) was not yet there, the Board Secretary asked for nominations for a President pro tem to run the meeting. Mr. Benderly was selected and approved.

**IV. Showcase of Success**

Campbell School teachers Julie Anderson and Alexandra Gonzalez were at the meeting to tell the Board about the "Nothing But Nets" summit in Washington D.C. Along with their parents, nine students and the two teachers spent time at a nationwide grassroots conference to talk about their own actions and brainstorm with others about the importance of raising money to buy mosquito nets for people in sub-Saharan Africa. Each net covers three people and prevents the bite of the anopheles mosquito, a carrier of malaria.

Each student spoke about the experience and there is a possibility that the program will continue in the other schools. A parent volunteer produced a video about STREAM which aired on METv.

**V. Presentation/Discussion Items**

Supervisor of English and Social Studies Tiffany Jacobson gave a preview of the New Jersey Hall of Fame Mobile Museum's visit to Metuchen on October 15. The museum set up in the Metuchen Municipal Pool parking lot, near Edgar Middle School. Social Studies classes from the schools were given scheduled times to visit and the public was invited to visit after school hours.

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

Nothing at this time.

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

Mr. Caputo gave a "mini" update on district goal achievement, some additional information about the Mobile Museum, a report on the meeting with Dr. Laura Morana, Interim County Superintendent and Naomi Vliet, Education Specialist, on our QUSAC report, which must be accompanied by a Statement of Assurance due at the county office on November 11.

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

Nothing at this time.

**IX. Committee Reports**

Technology: The committee met and discussed staffing issues in the IT department, reviewed bandwidth use in the district, and the need for a new technology assessment.

Finance: The committee reviewed the 2014-15 budget, the need for additional bandwidth, a summary of the audit, health insurance issues and possible refunding of bond issues. They also discussed the offer of a Marble bulldog to be placed at MHS.

Personnel: The committee met and discussed upcoming leaves, the position of math coach, and the possibility of getting unpaid internships for students at MHS.

Policy: The committee met and discussed the BYOT Policy and the attendance policy.

**X. New Business**

Mr. Flaherty asked that the Board revisit the practice of taking advertising at school sports events. It can be discussed at a Finance committee meeting. Ms. Gibson also suggested that it should take place in a public meeting session.

**XI. Old Business**

Nothing at this time.

**XII. Minutes**

Move to approve the minutes of the following meeting:

September 23, 2014 Board Meeting, Special Executive Sessions 1 & 2

Mr. Benderly  
Moved

Ms. Lanton  
Seconded

Motion carried 7-0-1  
Ms. deVries abstained

**XIII. 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. Increase in Salary - Certificated Staff**

Move to approve the increase in the salary, retroactive to September 1, 2014 of the following teachers as a result of their having completed CEU credits:

	<b>From</b>	<b>To</b>
<b>\$150 Salary Increment for completing 5 CEUs</b>		
Karin Flores	\$62,018	\$62,168
Kathy Keers-Nolde	\$98,653	\$98,811
Mary Kay Sessa	\$82,357	\$82,507
<b>\$300 Salary Increment for completing 10 CEUs</b>		
Judy Graziano	\$71,368	\$71,668
Lisa Levin	\$89,640	\$89,948
Jennifer Spak	\$66,118	\$66,418
<b>Non-cumulative Stipend of \$150 for 5 CEUs</b>		
Lisa Granados	One-time payment of \$150	

**2. Appointment - Long-Term Substitute**

Move to appoint Kristin Rea as a long-term substitute for Thomas Lan (Science - MHS) from October 8 through approximately October 31, 2014: at the rate of pay of \$80 per diem for days 1 through 20 and \$266.04 per diem.

**3. Re-appointment – Balanced Literacy Coach**

Move to re-appoint BDO, Deanne Opatosky, as NCLB Balanced Literacy Coach for the 2014-2015 school year at the rate of no more than \$900/per diem as needed, using NCLB Title IA and Title IIA funds, for \$20,000, effective September 2014 through June 2015.

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

Move to approve a maternity/childcare leave of absence for Stephanie Angus (CES- Special Education) from approximately February 1, 2015 through June 30, 2015.

**5. Appointment - Activity Leaders - The Zone**

Move to approve the following as Activity Leaders for the 2014-2015 school year, on an as needed basis:

- a. Jennifer Muller at the rate of \$30/hr.; and
- b. Wally Cook at the rate of \$16.11/hr.

**6. Appointment - Non-Certificated Staff**

Move to approve the following as paraprofessionals for the 2014-2015 school year, effective October 8, 2014:

- a. Jason Winhold at Metuchen High School at \$16.11/hr.;
- b. Matt Miller at Edgar Middle School at \$16.11/hr.;
- c. William Colavito at Edgar Middle School at \$16.11/hr.;
- d. Josephine Czochanski (for a new student) at \$16.11/hr.;
- e. Megan O'Connor (for a new student) at \$16.11/hr.; and
- f. Roxanne Aggarwal (new position) at \$16.11/hr.

**7. Substitute Teachers**

Move to approve the following as substitute teachers for the 2014-2015 school year: Catherine LaMoreaux (elementary, speech/art/dramatics, and English certified), Matthew Millar (substitute certified, and Antoinette Olivieri (substitute certified).

**8. Substitute Paraprofessionals**

Move to approve the following as substitute paraprofessionals for the 2014-2015 school year: Coleen Hines, and Durriya Ismail at the rate of \$13/hr.

Items A1 through 8

Ms. deVries  
Moved

Ms. Lanton  
Seconded

Motion carried 8-0

**B. FINANCE**

**1. Bill List - Fund 30**

Approve the Following Items Submitted by the Board Secretary  
Payment of bills and claims, as shown on the attached list that has been certified by the Board Secretary and filed in the Business Office.

**2. New Jersey School Boards Association Workshop**

Move to approve the attendance of the following Board of Education members to attend the NJSBA Workshop in Atlantic City, New Jersey, October 28-30, 2014 as follows:

- a. Vincent Caputo (at a cost not to exceed \$450)
- b. Richard Cohen (at a cost not to exceed \$450)
- c. Michael Stern (at a cost not to exceed \$600)
- d. Jacqueline Gibson (at a cost not to exceed \$600)
- e. Dan Benderly (at a cost not to exceed \$600)
- f. Aileen McGuire (at a cost not to exceed \$350)

**3. Annual Nonpublic School Nursing Services Contract for Services FY15**

The Metuchen Board of Education, through contract with the Middlesex Regional Educational Services Commission, authorizes the administrative personnel of the Commission to conference, discuss and solicit input in the development of the nursing services contract for the 2014-2015 school year which provides nursing services for the following non-public schools in the Metuchen school district:

- Centenary Early Learning Center
- St. Joseph High School
- Metuchen Christian Academy
- St. Francis Cathedral School.

**4. Non-Public Technology**

Move to approve the following non-public technology purchases:

School	Vendor	QTY	Item #	Description	Price	Total
St. Josephs HS	Keyboard Consultants	3	SB885ix2	Smart Board 885 w/speakers & install.		\$20,854.00
St. Josephs HS	CDWG	6	1768253	Privacy Filters for Student Lab	\$90.95	\$545.70

**5. Professional Development**

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

**6. Field Trips**

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

Items B1 through 6

Ms. deVries

Ms. Lanton

Moved

Seconded

Motion carried 8-0

with abstentions noted on 2c, 2d, and 2e

**C. POLICY**

**1. Second Reading of Policy**

There will be a second reading of the following policy:

- 2363.1 Bring Your Own Technology (B.Y.O.T.) Responsible Use Guidelines

**2. Harassment, Intimidation, and Bullying**

Move to approve the findings of the previously reported case EMS090914001.

Items C1 through 2

Ms. Gibson

Ms. McGuire

Moved

Seconded

Motion carried 8-0

**D. CURRICULUM**

Nothing at this time.

**XVI. Meeting Open to Public**

**XVII. Announcements**

**XVIII. 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 exists.

## Field Trips

BOE Meeting 10-7-14

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
EMS	Middlesex County Greenway	Students from The ZONE will enjoy a physical activity walking on the Greenway at least once a month.	ZONE Staff – V. Petrakakos, M. J. Paulmenn	Various dates Oct. – June (after school)	Up to 15 each trip
MHS	Robert Wood Johnson University Hospital, New Brunswick, NJ	12 <sup>th</sup> grade students will participate in training and orientation to prepare them for the responsibilities of The Safety Ambassador Program.	K. Flores, D. Scala	10/10/14	8
MHS	Lola Latin Bistro Metuchen, NJ	11 <sup>th</sup> & 12 <sup>th</sup> grade Spanish students will sample Hispanic cuisine and discuss – related to their literary studies.	R. Kamin, K. Flores	11/20/14	30
MHS	Kriskindlmarkt Bethlehem, PA	Students in EMS and MHS German classes will travel to a holiday market and speak German and eat German foods.	B. Elliott C. Wardlow	12/5/14	39
MHS	Drew University Madison, NJ	12 <sup>th</sup> grade AP/Honors English students will attend performance at Shakespeare Theater of “Much Ado About Nothing”	S. Gallagher, L. Volosin, A. Levy, K. Sullivan, L. Wisniewski	12/17/14	Approx. 125
MHS	Boston, MA	Juniors and Seniors will participate in Harvard Model Congress Conference	C. Giddes, D. Scala L. dePaola <u>or</u> <u>W. Schlavis</u>	2/19/15 – 2/22/15	40

Professional Development for Board Approval					10/7/14			
Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #	
10/8/2014	10/8/2014	MSP Steering Committee Meeting	Pepe, Richard	C/O	\$ 2.55	Other		
10/8/2014	10/8/2014	Why Join?	Derer, Barbara	CES	\$ -	No cost		
10/9/2014	10/9/2014	Leveraging the Leadership of PLCs: Enhancing Instruction	Porowski, Ed Peragallo, Bruce Henn, Kathleen	CES MHS C/O	\$ -	No cost		
10/10/2014	10/10/2014	World War I and the Global History of the Twentieth Century	Ruhno, Nora	MHS	\$ 50.00	FFPI	15-052	
10/10/2014	10/10/2014	American Assoc. of Family & Consumer Sciences Mtg.	Stanski, Bonnie	MHS	\$ -	No cost		
10/13/2014	10/13/2014	High Point Google Apps & BYOD Summit	Pepe, Richard	C/O	\$ 40.99	Other		
10/17/2014	10/17/2014	NYU Gallatin Counselor Open House	Hanbridge, Leigh	MHS	\$ -	No cost		
10/21/2014	10/21/2014	Keys to Content Area Reading and Writing	Bruno, Kristin	EMS	\$ 150.00	Other		
10/21/2014	10/21/2014	Keys to Content Area Reading and Writing Harvey Daniels	Kuchar, Eileen	EMS	\$ 150.00	FFPI	15-053	
10/21/2014	10/21/2014	Rutgers Center for Literacy Development	Presuto, Emily	EMS	\$ 155.00	FFPI	15-047	
10/22/2014	10/22/2014	Visit and Observation to Regional Center for Students with Disabilities	Irenski, Janet	MHS	\$ -	No cost		
10/22/2014	10/22/2014	Presenter - Ithaca College	Vorensky, Sandra	EMS	\$ -	No cost		



Board of Education Meeting 10/7/14

10/23/2014	10/24/2014	25th Annual Two-Day Conference "Entering a New Century under Common Core Standards and PARCC	Levin, Lisa	CES		\$ 20.46	No registration /attended summer workshop	
10/23/2014	10/23/2014	ACT College and Career Readiness Workshop	Grauer, Traci	MHS		\$ -	No cost	
10/23/2014	10/24/2014	Entering a New Century under Common Core Standards and Parcc Assessments	Petrakakos, Vivian	EMS		\$ 255.00	FFPI	15-057
10/23/2014	10/24/2014	AMTNJ Math Conference	Spak, Jennifer	CES		\$ -	No cost	
10/23/2014	10/24/2014	Annual Autism New Jersey Confernce	Warakomski, Alaina	CES		\$ 500.00	FFPI	15-038
10/23/2014	10/24/2014	Autism NJ Conference	Flowers, Rebecca	Moss		\$ 532.55	FFPI	15-042
10/23/2014	10/23/2014	Supporting Struggling Students: Power of Collaborative Teams	Cohen, Rick Goodson, Tiffany Stike, Brian Kirschner, Brooke LaFauci, Susan	C/O EMS MHS	C/O CES	\$ -	No cost	
10/24/2014	10/25/2014	NYC Bootstrap Workshop	Misuraca, Roseanna	EMS		\$ 350.00	FFPI	15-050
10/29/2014	10/29/2014	Using iPads to Support All Learners: Features and Apps for Skills and Communication	Ryder, Karen	Moss		\$ 137.40	FFPI	15-044
10/29/2014	10/29/2014	Using iPads to Support All Learners: Features and Apps for Skills and Communication	Walker, Laurie	CES		\$ 137.40	FFPI	15-043
10/31/2014	10/31/2014	Multiplication and Division in Grades 3-5	Logan, Karen	EMS		\$ 32.94	FFPI	15-045
11/17/2014	11/19/2014	Boston College Tour	Hanbridge, Leigh	MHS		\$ 687.50	FFPI	15-055
11/17/2014	11/17/2014	Common Core Writing Instruction Across the Content Areas	DeSimone, Christine	C/O		\$ 149.00	Other	

Board of Education Meeting 10/7/14

11/18/2014	11/18/2014	HIB Prevention/Training Program	Stike, Brian	EMS		\$ 150.00	Other	
11/19/2014	11/19/2014	Get Ready NOW for Changes in Education Grants Management & Federal Audits	Harvier, Mike	C/O		\$ 50.00	Other	
11/20/2014	11/20/2014	Rutgers 2014 Gifted Education Conference	Kovacs, Melissa	EMS		\$ 149.00	FFPI	15-051
11/20/2014	11/20/2014	Rutgers 2014 Gifted Education Conference	Logan, Karen	EMS		\$ 149.00	FFPI	15-046
11/21/2014	11/21/2014	Woodcock Johnson IV - Tests of Achievement	Calantoni, Karen	EMS		\$ 235.00	FFPI	15-048
11/21/2014	11/21/2014	Woodcock Johnson IV Training	Cuthbertson, Christine	Moss		\$ 235.00	FFPI	15-040
11/21/2014	11/21/2014	Woodcock Johnson IV-Tests of Achievement	Broadbent, Patricia	CES		\$ 250.50	FFPI	15-049
11/24/2014	11/24/2014	Woodcock Johnson IV: Tests of Achievement presented by Houghton Mifflin-Harcourt/Riverside	Irenski, Janet	Metuchen High School		\$ 235.00	FFPI	15-056
11/25/2014	11/25/2014	Navigating New Laws: Case Law and Litigation Impacting CSAs	Caputo, Vince Cohen, Rick	C/O C/O		\$ -	No cost	
12/17/2014	12/17/2014	Practical Strategies for Using iPads and Other Mobile Devices to Help Students Meet Common Core Standards for ELA	Goldberg, Diane	EMS		\$ 235.00	FFPI	15-058
1/9/2015	1/9/2015	Beyond the Basics Getting Your Child/Student with ASD to the Next Level	Brown, Theresa	Mos		\$ -	Other	

Board of Education Meeting 10/7/14

1/23/2015	1/23/2015	THE RUTGERS 47TH ANNUAL CONFERENCE ON READING AND WRITING	Lopes, Sofia	CES	180	FFPI	15-054
2/26/2015	2/26/2015	Update - Affordable Care Act	Harvier, Mike	C/O	\$ 50.00	Other	