

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

MEETING MINUTES

of the Metuchen Board of Education
Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, February 25, 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		

IV. Showcase of Success

- There was a preview of the MHS spring play "GYPSY"
- Selections from the MHS music ensemble were played.
- Supervisor of Guidance, Tiffany Goodson spoke to a PowerPoint presentation about the many enhancements to the guidance program -- "Celebrating Our Success."

V. Presentation/Discussion Items

Budget

The following budget lines will be reviewed:

- Special Education -- Robert Capra, Supervisor of Special Services gave a brief overview of the program and then reviewed individual lines of the budget.
- Curriculum -- Director of Curriculum Rick Cohen reviewed the three areas covered by the lines -- writing curriculum, professional development (although some professional development money comes from NCLB Titles I and II, and supplies.
- Line Item Budget -- Mr. Harvier reviewed the line item budget

Policy

There will be a discussion of the following policies and a regulation:

Policy 4124 -- Employment Contract

Policy 5512 -- Harassment, Intimidation, and Bullying

Regulation 5512 -- Harassment, Intimidation, and Bullying

Ms. Gibson said that the changes made to policies were recommended by Strauss-Esmay our policy consultants and were the result of changes to statute or clarifications to the policy made by the state.

VI. Report of the President of the Board of Education

Nothing at this time.

VII. Report of the Superintendent of Schools

Nothing at this time.

VIII. Report of the Business Administrator/Board Secretary

Nothing at this time.

IX. Committee Reports

Athletics: There was a discussion of coaching appointments: there will be a recommendation for an assistant golf coach since there are enough participants to have both a girls' team and a boys' team. There will also be a recommendation for an assistant boys' tennis coach since the team has grown in interest. Both of these positions will be in next year's budget.

Personnel: The committee hopes to have a recommendation for the World Languages, Music, and Art Supervisor to be presented at the March 11th Board meeting.

Curriculum: EMS Principal Kathy Glutz attended the meeting and spoke about some changes to the Edgar Middle School Math program. The committee also spoke about the progress of the Math Action Plan at MHS. The committee is in the process of codifying the process of new course development. They also spoke about the proposed trip to Spain.

X. New Business

Nothing at this time.

XI. Old Business

Nothing at this time.

XII. Meeting Open to the Public

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

XIII. Meeting Open to the Public

(for comments on the Recommendations of the Superintendent)

XIV. Minutes

Move to approve minutes of the following meeting:

January 14, 2014 Board Meeting

Ms. Gibson

Moved

Mr. Benderly

Seconded

Motion carried 8-0

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 Frank Wagenblast, English teacher at Metuchen High School effective July 1, 2014.

2. Retirement – Certificated Staff

Move to accept, with regret, the retirement of Catherine Morrison as music teacher at Metuchen High School effective July 1, 2014.

3. Leave of Absence -- Certificated Staff

Move to approve a leave of absence for Barbara Johnson, Special Education teacher at Metuchen High School, from March 6, 2014 through April 21, 2014.

4. Long Term Substitute

Move to approve Bill Latta as a long term substitute for Barbara Johnson from March 6, 2014 through April 21, 2014; to be paid his current rate of pay (\$115.61 per diem) for days 1 through 20 and days 21 through end of assignment at \$261.71 per diem.

5. Rescission of Appointment

Move to rescind the appointment of Michael Butler as boys' freshman baseball coach for the Spring 2014 athletic season (6/25/13 Item XV A6).

6. Appointment -- Non-Certificated Staff

Move to appoint Roxanne Aggarwal as a paraprofessional for the 2013-2014 school year at the rate of \$15.70 per hour, effective February 26, 2014

7. Coaching Appointments

Move to appoint the following as coaches for the 2013-2014 spring athletic season:

Metuchen High School		
Head Softball Coach	Melissa Jennings	\$7,633
Freshman Baseball Coach	Robert Dougherty	\$4,780
Assistant Track Coach	Tim Holleran	\$5,122
Edgar Middle School		
Softball Coach	Beth Abbott	\$2,890
Track Coach	Ed Ronk	\$2,890

8. Zone Appointments

Move to appoint the following for the 2013-2014 school year:

- a) Ginny Wetzel as Activity Leader at \$30/hr.; and
- b) Gerard Haney as Youth Mentor at \$9/hr.

9. Substitute Teachers

Move to approve Mark Santus (Substitute), and Kristina Rosamilia (Substitute) as substitute teachers for the 2013-2014 school year.

Items A1 -A9

Ms. deVries

Mr. Stern

Moved

Seconded

Motions carried 8-0

B. FINANCE

1. 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 January 31, 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) (Fund 12) that have been certified by the Board Secretary and filed in the Business Office.

2. Board Secretary's Reports

Move approval of the Board Secretary's Report as of December 31, 2013.

3. Treasurer of School Monies Report

Move approval of the Treasurer of School Monies Report for November 2013 and December 2013.

4. Resolution - Boiler Maintenance & Repair Services

WHEREAS, the Metuchen Board of Education ("Board") advertised for and received bids for Boiler Maintenance & Repair Services 2013-2014 School Year ("Project"); and

WHEREAS, the Board publicly opened bids for the Project on January 15, 2014; and

WHEREAS, the Board has since decided to fully replace the boiler rather than proceed with repairs, rendering the Project unnecessary; and

WHEREAS, N.J.S.A. 18A:18A-22c authorizes the Board to reject all bids received for a particular project when the Board decides to abandon the project.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby (1) rejects all bids received for the Project pursuant to N.J.S.A. 18A:18A-22c; and (2) directs the Business Administrator/Board Secretary to return the bid security provided by the bidders.

5. Out of District Placement

Move to approve an Out-of-District placement at Collier School for student 002017174 for the 2013-2014 school year; tuition \$21,674 (prorated).

6. Professional Development

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

7. Field Trips

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

Items B1 - B7

Ms. Gibson

Moved

Ms. Matise

Seconded

Motions carried 8-0

C. POLICY

1. First Reading of Policies and Regulation

There will be first reading of the following policies and a regulation:

Policy 4124 -- Employment Contract

Policy 5512 -- Harassment, Intimidation, and Bullying

Regulation 5512 -- Harassment, Intimidation, and Bullying

Ms. Gibson

Moved

Ms. Lanton

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 Mtg 2-25-14

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
MHS	Nutley High School	Band to participate and perform/compete in the NJ Assoc. of Jazz Educator's Jazz Festival preliminaries.	John Morrison	3/13/14	27
MHS	Rutgers University	Students will attend Engineering Day and explore careers in the various fields of engineering	Liz DeMott Frank Minnella	3/19/14	25
MHS	Metropolitan Museum of Art & Queen of Sheba Restaurant, NY, NY	Culture Club students will explore African culture – guided museum tour and a meal at an Ethiopian Restaurant.	Danielle Scala	3/20/14	10
MHS	Times Square, NY	Independent Study Athletic Training Students will attend "Body Worlds" exhibit to learn about the human body, health, wellness, form & function.	Lauren Butler Nick Zaneto	3/28/14	8
MHS	Livingston High School	Band to participate/perform at the Livingston HS Jazz Festival	John Morrison	3/29/14 (after school)	27
MHS	First Presbyterian Church, Metuchen	Music Department students to perform for Lenten Concert Series.	John Morrison Catherine Morrison Stefeny Kromholz John Messenger	4/2/14	40
Campbell	Liberty Science Center	2 nd grade students will expand scientific knowledge through hands-on activities.	Pat Sharkey, Rob Strauss, Jen Spak, Kevin LoPresti, Lisa Levin, Mary Ellen Kulesza, Dee Sneddon, Nurse	5/15/14	155