

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

Meeting MINUTES

of the Metuchen Board of Education

Metuchen Borough Hall
Middlesex Avenue
Metuchen, NJ 08840

Tuesday, July 16, 2013

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	A
Ms. Gibson	P	Mr. Stern	P
Ms. Lanton	P		

IV. Showcase of Success

Nothing at this time

V. Presentation/Discussion Items

Nothing at this time

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

Mr. Harvier presented the Bill Lists as of June 30 and July 16, 2013.

IX. Committee Reports

Municipal Alliance: Ms. Gibson reported on plans for "National Night Out" on August 6.

Finance: The committee met prior to the Board Meeting and discussed budgetary issues for the 2013-2014 school years, transfers to close out the present school year, and updates on the Campbell project.

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)

Nothing at this time

XIII. Meeting Open to the Public

(for comments on the Recommendations of the Superintendent)

Nothing at this time

XIV. Minutes

Move to approve minutes of the following meetings:

June 11, 2013	Board Meeting, Executive Session
June 25, 2013	Board Meeting

Mr. Lifton

Moved

Mr. Benderly

Seconded

Motion carried 6-0

Ms Gibson abstained on minutes of 6/25/13.

XV. Recommendations of the Superintendent of Schools

(At this time the Board will take formal action on the following items).

A. PERSONNEL

1. Reappointment – Tenured Administrators

Move to appoint the following tenured Central Office administrators for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at an annual salary as follows:

Michael Harvier	Business Administrator/Board Secretary	\$135,133
Robert Capra	Supervisor of Special Services	\$124,060

2. Reappointment – Non-Tenured Administrator

Move to reappoint Rick Cohen as Director of Curriculum/Principal of Moss School for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at an annual salary of \$125,065.

3. Reappointment – Tenured Principals/Assistant Principals

Move to reappoint the following for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at the annual salaries noted:

Kathryn Glutz	Principal	EMS	\$129,776
Robert Knoth	Assistant Principal	EMS	\$121,748
Bruce Peragallo	Principal	MHS	\$125,578
Florence Carter	Principal	CES	\$119,083

4. Reappointment – Non-Tenured Assistant Principals

Move to reappoint the following for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at the annual salaries noted:

Susan LaFauci	Vice Principal	MHS	\$101,668
Brooke Kirschner	Assistant Principal	CES	\$100,891

5. Reappointment – Tenured Supervisory Staff

Move to reappoint the following as supervisors for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at the annual salary noted:

John Cathcart	Supervisor of Health, Physical Education and Athletics	\$120,410
Mary Lou Roma	Supervisor of World Languages and Fine Arts	\$110,407
Joann Zebrowski	Supervisor of Mathematics/Practical Arts	\$116,886
Kathleen Henn	Supervisor of Science/Gifted and Talented	\$97,623
Edward Porowski	Supervisor of English and Social Studies	\$100,178

6. Reappointment – Non-Tenured Supervisor

Move to reappoint the following as supervisor for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at the annual salary noted:

Tiffany Goodson	Supervisor of Guidance	\$99,604
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7. Reappointment – Supervisor of Buildings and Grounds

Move to reappoint Gerard Redmond as Supervisor of Buildings and Grounds effective July 1, 2013 through June 30, 2014 at an annual salary of \$88,863.

8. Reappointment – District Technology Coordinator

Move to reappoint Christopher Thumann as District Technology Coordinator for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at an annual salary of \$79,491.

9. Reappointment – Technology Technician and Network Specialist

Move to reappoint Owen Harvey as District Technology Technician and Network Specialist for the 2013-2014 school year effective July 1, 2013 through June 30, 2014 at an annual salary of \$52,463.

10. Substitute Nurse

Move to approve Deborah Poandl as substitute school nurse for the 2013-2014 school year at the weekly rate of \$25.00/hr. for 2 hrs./day.

11. Reappointment – Central Office Support Staff

Move to reappoint the following Central Office support staff members for the 2013-2014 school year effective July 1, 2013 through June 30, 2014:

Superintendent's Office:		
Maggie Ryan	Admin. Asst. to Superintendent	\$58,602
Barbara Zaneto	Personnel Coordinator	\$53,091
Curriculum Office		
Amy Opitz	Secretary	\$36,755
Special Services:		
Maureen Barry-Millar	Confidential Secretary	\$46,540
Adele Rackley	Part-time Secretary	\$20,736

12. Reappointment – Business Office Support Staff

Move to reappoint the following Business Office support staff members for the 2013-2014 school year effective July 1, 2013 through June 30, 2014:

Business Office:		
Debbie Finden	Admin. Asst. to Business Administrator/Board Secretary	\$48,542
Joan Whitson	Payroll Coordinator	\$58,345
Tracey Thomsen	Purchasing Coordinator	\$52,042
Maryann Simms	Business Office/Benefits	\$36,175
Transportation		

Terrie Entrup	Transportation Coordinator	\$56,594
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13. Reappointment – School Secretaries

Move to reappoint the following school secretaries for the 2013-2014 school year effective July 1, 2013 through June 30, 2014:

Metuchen High School		
Kathy Mallory		\$42,613
Charlene Nicholls		\$42,613
Mary Miranowic		\$42,613
JoEllen Toro		\$53,648
Maureen Azzara (part-time)*		\$19,879
Edgar Middle School		
Donna Ohlson		\$45,751
Jo Ann Rice		\$42,613
Adele Rackley (part-time)*		\$20,736
Jo Raimondo (part-time Zone)		\$17,370
Campbell School		
Laura Chiusano		\$39,757
Patricia Lee (part-time)*		\$23,698
Moss School		
Marilyn Miller		\$41,472

***Part-time secretaries may be used as substitute secretaries at their hourly rate.**

14. Appointment – Paraprofessionals

Move to appoint the following paraprofessionals for the 2013-2014 school year as shown on the attached sheet:

15. Appointment – Library Aide

Move to approve Debbie Oliver as Library Aide at Edgar Middle School for the 2013-14 school year at the rate of \$19.85/hour.

16. Appointment – Lunch/Recess Coverage – Campbell School

Move to approve the following for Lunch/Recess Coverage at Campbell School for the 2013-2014 school year:

Thomas Yakowenko	5 days/week	\$5,306
Kevin LoPresti	4 days/week	\$4,245
Danielle Weitzner	5 days/week	\$5,306
Katie McKeown	3 days/week	\$3,184
Penny Silver	3 days/week	\$3,184
Tara Lingenfelter	2 days/week	\$2,122
Linda Wagenblast	1 day/week	\$1,061

Melissa Gubernat/long term sub	1 day/week	\$1,061
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17. Appointment – Custodial/Maintenance Staff 2013-2014 School Year

Move to appoint the following custodial staff for the 2013-2014 school year effective July 1, 2013 through June 30, 2014:

	Salary
Augustin DeLeo	\$36,358
Chad Lesniak (head custodian)	\$39,223
Mark Cooper (head day custodian)	\$35,402
Jonathan Alijewicz	\$33,435
Chris Comtess	\$33,435
Elizabeth Saccente	\$30,414
Bruce Heline (head day custodian)	\$62,201
Juan Luna	\$33,598
Paul Makara (head night custodian)	\$42,558
Hans Hansen	\$59,177
Darren Colegrove	\$32,537
Leonard Kosciusko (head day custodian)	\$60,811
Paula Minuski	\$58,487
Carlos Ramos (head night custodian)	\$37,535
Angela Moreno	\$30,414
Mulyanti Uhrlass	\$36,358
William Weir	\$38,844
Paxton Jerscheid	\$36,358
Jean-Robert Jean-Gilles	\$37,048
Horatio Reyes	\$31,847
David Horincewich	\$43,183
Avellaneda Peña	\$36,358
Magdaline Jean-Gilles	\$30,043
Noel Christopher Naughton	\$29,406
Elizabeth Graham	\$29,406
Anamaria Navarro	\$30,096

18. Substitute Custodians

Move to approve the following as substitute custodians at the rate of \$10/hr. for the 2013-2014 school year effective July 1, 2013 through June 30, 2014: Martin Deutschman, Thomas Bilgrav, Sal Halilaj and Eric Koch.

19. Summer Custodial Work

Move to appoint summer custodial work for student 002013086 effective July 23, 2013 through August 15, 2013 at the rate of \$7.25/hr. (Tuesday,

Wednesday and Thursday [12 days], from 9:00 A.M. to 3:00 P.M. (5.5 hours per day) for a total of \$478.50.)

20. Reappointment – Bus Drivers/Substitute Bus Drivers

Move to reappoint the following as bus drivers/substitute bus drivers for the 2013-2014 school year:

Name	Assignment	Hourly Rate
Raysa Hernandez	Bus Driver	\$19.91
Anna Szwest	Bus Driver	\$19.91
Linda Rhodes	Bus Driver	\$19.91
Ronald Rhodes	Bus Driver	\$19.91
Judith Entwisle	Substitute Bus Driver	\$17.91
Scott Entwisle	Substitute Bus Driver	\$17.91
Carolyn Koch	Substitute Bus Driver	\$18.42
Susan Muniz	Substitute Bus Driver	\$17.42
Alfonso Stavole	Substitute Bus Driver	\$18.42
Debra Thomas	Substitute Bus Driver	\$18.42
Kevin Miller	Substitute Bus Driver	\$18.42
Marion Szwest	Substitute Bus Driver	\$18.42

21. Reappointment – Bus Aides/Lunch Aides

Move to reappoint the following as lunch/bus aides for the 2013-2014 school year:

Name	Assignment	Hourly Rate
Gail Bailey	Bus Aide	\$12.29
Dawn Swallick	Bus Aide	\$10.85
Lucy Ann MacDonald	Substitute Bus Aide	\$10.50
Joan DiFino	Lunch Aide	\$12.29
Anna Yannuzzi	Lunch Aide	\$10.50
Donna Harmon	Lunch Aide	\$12.29

22. Appointment – Substitute Caller

Move to approve Judy Kurabinski as Substitute Caller (substitute teacher coverage coordinator) for the 2013-2014 school year effective August 28, 2013 through June 2014 at an annual salary of \$14,420.

23. Additional Summer Opportunities – Guidance

Move to approve Lauren Volosin as facilitator of the three day College Essay Writing Workshop for \$750.

24. Additional Sixth Period Stipend

Move to approve the following sixth period stipends for the 2013-2014 school year:

Rosann Kamin	Italian Club	\$5,306
Katie McKeown	Art (4/5)	\$4,245

25. Change in Part-Time Status – Certificated Staff

Move to change Jordyn Gallagher’s assignment from 3/5 to 4/5 music teacher at Moss/EMS at a salary of Step 1-B, \$39,374.

26. Appointment – Certificated Staff

Move to approve Nicole Burkowski as teacher in the EMS self-contained class for the 2013-2014 school year – Step 3A -- \$50,839.

27. Extension of Childcare Leave of Absence

Move to approve the extension of an unpaid childcare leave of absence for Lauren Butler from October 12, 2013 through November 1, 2013.

28. Appointment – Leave Replacement Athletic Trainer

Move to approve Nick Zaneto as substitute Athletic Trainer (for Lauren Butler) effective October 12, 2013 through November 3, 2013.

29. Paraprofessional ESY Substitutes

Move to approve the following as paraprofessional substitutes for the extended school year program:

- 1) Farhana Omarzai at the rate of \$15.70/hr.; and
- 2) Nancy Murtagh at the rate of \$19.85/hr.

Items A1 through A29

Ms. deVries

Ms. Lanton

Moved

Seconded

Motions carried 6-0

Ms. Gibson abstained on A14 (Knecht)

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 April 30, 2013.

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 July 16, 2013 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. Budget Transfers

Move to approve budget transfers effective May 31, 2013.

4. Approval of Contract

Move to approve a contract with Tiny Tots Therapy LLC for the 2013 - 2014 school year at the rate of \$75/hr.

5. Resolution to Change LRFP and Approve ROD Grant

Move to approve a resolution to amend the Long Range Facility Plan and submit a ROD grant.

- a. The Metuchen Board of Education authorizes EI Associates to submit the Edgar and Campbell Boilers Replacement projects to NJDOE as ROD Grant projects.
- b. The Metuchen Board of Education authorizes EI Associates to amend the District's LRFP to include the Edgar and Campbell Boiler Replacement projects.

6. Professional Development

Move to approve attendance at the 5th Annual Summer Custodial Workshop on July 25, 2013 at Manasquan High School at no cost to the district except mileage. Attendees follow:

MHS	Edgar	Campbell	Maintenance/Grounds
Leonard Kosciusko	Elizabeth Graham	Mark Cooper	Paxton Jerscheid
William Weir	Noel Naughton	Chris Comtess	Dave Horincewich
Jonathan Alijewicz	Anamaria Navarro	Magdaline Jean-Gilles	John Robert Jean-Gilles
Angela Moreno		Mulyanti Uhrlass	Darren Colegrove
		Juan Luna	

Items B1 through B6

Mr. Lifton Mr. Benderly

Moved Seconded

Motions carried 6-0

C. POLICY

1. Technology Equipment Disposal

Move to approve the disposal of the technology equipment as shown on the attached list.

Ms. Gibson
Moved

Mr. Benderly
Seconded

Motion carried 6-0

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.