

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**MEETING MINUTES**  
Metuchen Board of Education

Metuchen Borough Hall  
500 Middlesex Avenue  
Metuchen, NJ 08840

**Tuesday, August 12, 2014 - 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 | P | Mr. Lifton  | P |
| Ms. deVries  | P | Ms. Matise  | P |
| Mr. Flaherty | P | Ms. McGuire | P |
| Ms. Gibson   | P | Mr. Stern   | A |
| Ms. Lanton   | P |             |   |

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

Mr. Lifton gave a brief progress report on the status of the modular units at Campbell School. They have been delivered, finalized and everything looks to be in place for them to be ready for students on the first day of school.

**V. Report of the Superintendent of Schools**

Nothing at this time.

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

Nothing at this time.

**VII. Committee Reports**

Policy The committee met prior to the evening's Board meeting. They had a preliminary discussion on the BYOD (Bring Your Own Device) policy and the options surrounding it. There will be a subsequent full board discussion on the topic.

There was also a discussion of two new policies which by statute must be voted on prior to the opening of school. The policies 3283 Electronic Communication Between Teaching Staff and Students and 4283 Electronic Communication Between Support Staff and Students. Ms. Gibson briefly discussed the policies and said that they would have to be placed on that evening's agenda for a first reading in order that the second reading is completed prior to the beginning of school. Policies will undergo attorney review.

Personnel The committee discussed appointments that are on tonight's agenda.

**VIII. New Business**

**IX. Old Business**

**X. Motion to Go Into Executive Session**

Mr. Lifton  
Moved

Ms. Gibson  
Seconded

Motion carried 8-0

*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 closed 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.

The board returned from its twenty minute executive session.

**XI. Meeting Open to the Public**

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

Retired EMS teacher Ken Graf spoke and thanked the Board and the community for its support and assistance in getting the law changed so he can continue as the MHS soccer coach.

**XI. Meeting Open to the Public**

(for comments on the Recommendations of the Superintendent)

Nothing at this time.

## **XII. Recommendations of the Superintendent of Schools**

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

### **A. PERSONNEL**

#### **1. Appointment -- Certificated Staff**

Move to appoint Richard Pepe as Supervisor of Mathematics and Instructional Technology for the 2014-15 school year effective August 13, 2014; salary status \$97,500 per year (12 month position, prorated).

#### **2. Appointment -- Certificated Staff**

Move to appoint Michelle McCorkle as Athletic Trainer for the 2014-15 school year effective August 13, 2014 Salary status 3-C, \$53,411.

#### **3. Appointment - Leave Replacement**

Move to appoint Jill Rizzo as leave replacement for Becky Jacheo-Smith (Special Education - Campbell School) for the 2014-2015 school year effective August 27 through June 30, 2015; Salary Status \$80 per day for the first 20 days - \$266.04/per diem (salary status 1-A) for days 21 through the end of the assignment.

#### **4. Medical Leave of Absence -- Non-Certificated Staff**

Move to approve a medical leave of absence for Marilyn Miller, secretary at Moss School, effective August 29, 2014.

#### **5. Rescission -- Certificated Staff**

Move to rescind the appointment of Erika Schultes as MHS English Teacher for the 2014-15 school year (June 10, 2014 - A-4).

#### **6. Appointments - Non-Certificated Staff**

Move to appoint Lisa Amend as a paraprofessional for the 2014 ESY program retroactive to July 9, 2014; and move to appoint the following as additional substitute paraprofessionals for the 2014 ESY programs: Karen Capron, Josephine Czochanski, and Tracy Dalfonsi at \$75/day.

#### **7. Retirement - Non-Certificated Staff**

Move to accept the retirement of Anna Yannuzzi, Campbell School lunch aide, effective August 1, 2014.

#### **8. Appointment - Coaching Staff**

Move to appoint Ken Graf as Boys' Head Soccer Coach for the 2014-2015 school year for a stipend of \$8,098.

**9. Rescission - Coaching Staff**

Move to rescind the appointment of Jillian Raider as JV Girls' Soccer Coach for the 2014 Fall season June 10, 2014 - A(9).

**10. Sixth Period Stipends**

Move to approve the following sixth period stipends as shown on the attached list.

**11. Clubs and Co-Curricular Activities**

Move to approve the following stipends for clubs and co-curricular activities as shown on the attached list.

Items A1 - 11

Ms. deVries

Ms. Lanton

Moved

Seconded

Motion 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 August 12, 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 30) that have been certified by the Board Secretary and filed in the Business Office.

**2. Non-Public Technology**

Move to approve the following non-public technology purchases:

| School                | Vendor   | QTY | Item #  | Description                   | Price    | Total    |
|-----------------------|----------|-----|---------|-------------------------------|----------|----------|
| St. Francis Cathedral | BrainPOP | 2   |         | BrainPOP Jr. Classroom Access | \$160.00 | \$320.00 |
| St. Francis Cathedral | CDW-G    | 60  | 2541755 | iPad Tools                    | \$12.98  | \$778.80 |
| St. Francis Cathedral | CDW-G    | 6   | 3012805 | iPad Tools                    | \$40.81  | \$244.86 |
| St. Francis Cathedral | CDW-G    | 6   | 2921190 | External DVD Drives           | \$28.72  | \$172.32 |

**3. Contract**

Move to approve a contract between the Metuchen School District and The Virtual High School (VHS) from the period of July 1, 2014 to June 30, 2015.

**4. Change of Placement**

Move to approve the change of placement for student 002012098 effective September 1, 2014 through June 19, 2015:  
 Community Options (three days per week) - \$19,680  
 Mercer County Community College DREAM Program (two days per week) - \$5,808.

**5. Renewal of 2008-2009 School Year Bids**

Move to approve the awarding of the following renewal for the period of August 1, 2014 Through June 30, 2015, as follows:

Bid # 08/09 - 03 Athletic Transportation Services to George Dapper Inc. of Iselin, NJ for Metuchen High School and Edgar Middle School, as follows:

|   |         |          |
|---|---------|----------|
| 54 passenger w/seatbelts                  | 3 hours | \$211.54 |
|   | 4 hours | \$271.97 |
|   | 5 hours | \$332.42 |
| One-way in-town shuttle                   |         | \$137.37 |
| Additional half-hour amounts after 5 hrs. |         | \$65.45  |

6<sup>th</sup> year renewal (1.60% CPI increase in price from previous school year)

**6. Professional Development**

Move approval of the following certificated staff members' attendance at professional development conferences as shown on *the attached list*.

Items B1 - 6

Mr. Lifton  
 Moved

Mr. Benderly  
 Seconded

Motion carried 8-0

**C. POLICY**

**1. Revision to 2014-2015 Calendar**

Move to approve an revision to the 2014-2015 calendar to reflect changes in the Campbell School conference dates and the Metuchen High School conference dates, *as shown on the attachment*.

**2. First Reading of Policy**

Move to approve a first reading of the following policies:

- Policy 3283: Electronic Communication Between Teaching Staff and Students
- Policy 4283: Electronic Communication Between Support Staff and Students

Items C1 - 2

Ms. Gibson

Moved

Mr. Benderly

Seconded

Motion carried 8-0

**D. CURRICULUM**

*Nothing at this time.*

**XIII. Meeting Open to Public**

**XV. Announcements**

**XVI. Motion to Go Into Closed 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 closed 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.

6<sup>th</sup> Period Stipends

|          | Teacher           | Subject                            | Instructional/<br>Non-Instructional | Stipend |
|----------|-------------------|------------------------------------|-------------------------------------|---------|
| Moss     |                   |                                    |                                     |         |
|          | Robin Darrah      | Lead Teacher                       | Non-Inst.                           | \$5,456 |
|          | Sarah Anderson    | Extended Day                       | Instructional                       | \$6,300 |
|          | Laura Fischer     | Extended Day                       | Instructional                       | \$6,300 |
|          | Christina Spring  | Extended Day                       | Instructional                       | \$6,300 |
| Campbell |                   |                                    |                                     |         |
|          | Joe Fitzgibbon    | Technology Facilitator             | Non-Inst.                           | \$5,456 |
|          | Kathy Keers-Nolde | Administrative Assistant           | Non-Inst.                           | \$5,456 |
|          | Panos Tzetzos     | Student Supervision                | Non-Inst.                           | \$5,456 |
|          | Kevin LoPresti    | 2 <sup>nd</sup> grade lunch/recess | Non-Inst.                           | \$5,456 |
|          | Jill Rizzo        | 2 <sup>nd</sup> grade lunch/recess | Non-Inst.                           | \$5,456 |
|          | Michelle Bethe    | 3 <sup>rd</sup> grade lunch/recess | Non-Inst.                           | \$5,456 |
|          | Kathleen Roder    | 3 <sup>rd</sup> grade lunch/recess | Non-Inst.                           | \$5,456 |
|          | Tom Yakowenko     | 4 <sup>th</sup> grade lunch/recess | Non-Inst.                           | \$5,456 |
|          | Barbara Derer     | Grades 1-4 Recess                  | Non-Inst.                           | \$5,456 |
| EMS      |                   |                                    |                                     |         |
|          | Melanie Gilbert   | PE/Health                          | Instructional - .25                 | \$1,575 |
|          | Anthony Hoglebe   | Adaptive PE                        | Instructional                       | \$6,300 |
|          | Kenneth Smith     | ICE-5                              | Instructional                       | \$6,300 |
|          | Kevin Sarte       | Social Studies                     | Instructional                       | \$6,300 |
|          | Teacher           | Subject                            | Instructional/<br>Non-Instructional | Stipend |

|     |                               |   |  |                                 |
|-----|-------------------------------|---|--|---------------------------------|
|     | Melissa Kovacs<br>Karen Logan | G&T 5   | Instructional - .75<br>(split between<br>Kovacs & Logan) | \$4,725<br>total to<br>be split |
|     | Melissa Kovacs<br>Karen Logan | After School G&T<br>Program                           | Non-Inst. - .75<br>(split between<br>Kovacs & Logan)     | \$4,092<br>total to<br>be split |
|     | Roseann<br>Misuraca           | Technology<br>Facilitator                             | Non-Inst.  | \$5,456                         |
|     | Lindsay Kenyon<br>(McKenna)   | LinkIt/Data<br>Manager                                | Non-Inst.  | \$5,456                         |
| MHS |                               |   |  |                                 |
|     | Judi Cheung                   | District Anti-<br>Bullying<br>Coordinator - 3<br>days | Non-Inst.  | \$5,456                         |
|     | Steve Cichetti                | Social<br>Studies/Special<br>Services                 | Instructional  | \$6,300                         |
|     | Michael Clarke                | Social Studies  | Instructional  | \$6,300                         |
|     | Michael Clarke                | Extended<br>Detention Duty                            | Non-Inst. - .4   | \$2,182                         |
|     | Scott Gallagher               | Virtual High<br>School                                | Non-Inst.  | \$5,456                         |
|     | Patricia Glave                | MHS Technology  | Non-Inst.  | \$5,456                         |
|     | Linda Graf                    | Art   | Instructional  | \$6,300                         |
|     | Traci Grauer                  | AP Test<br>Coordinator                                | Non-Inst. - .25  | \$1,364                         |
|     | Rosann Kamin                  | MHS Italian<br>Independent<br>Study                   | Instructional  | \$6,300                         |
|     | Teacher                       | Subject   | Instructional/<br>Non-Instructional                      | Stipend                         |
|     | Thomas Lan                    | Science 5<br>periods and 4<br>labs                    | Instructional - .8                                       | \$5,040                         |
|     | Adam Levy                     | ELA   | Instructional - .5                                       | \$3,150                         |
|     | Scott Rockhill                | Science   | Instructional  | \$6,300                         |



|  |                      |                                     |                    |                      |
|--|----------------------|-------------------------------------|--------------------|----------------------|
|  | James Smith          | Science                             | Instructional - .6 | \$3,780              |
|  | Bonnie Stanski       | Practical Arts<br>Foods & Nutrition | Instructional      | \$6,300              |
|  | Jonathan<br>Stevens  | MHS Treasurer                       | Non-Inst.          | \$5,456              |
|  | Christine<br>Wardlow | ELA                                 | Instructional - .5 | \$3,150              |
|  | Steve Cicchetti      | Bridge Duty                         | Non-Instructional  | \$2,000<br>full year |
|  | Valerie Gazda        | Adaptive PE                         | Instructional      | \$6,300              |

## CLUBS

| <b>Campbell Clubs</b>                | <b>Advisor</b>         | <b>Club Category /Stipend</b> |
|--------------------------------------|------------------------|-------------------------------|
| Student Council – Gr.1-4             | Keers-Nolde<br>McKeown | C - \$1,296<br>C - \$1,296    |
| Gym Club – Gr. 3                     | Keers-Nolde            | C - \$1,296                   |
| Gym Club – Gr. 4                     | Keers-Nolde            | C - \$1,296                   |
| Chorus – Gr. 3 & 4                   | M. Thomas              | C - \$1,296                   |
| Chess Club – Gr. 3 & 4               | Nolde                  | C - \$1,296                   |
| Homework Helpers –<br>Gr. 3 & 4      | Lass<br>Spak           | C - \$1,296<br>C - \$1,296    |
| School Store – Gr. 4                 | Gonzalez               | C - \$1,296                   |
| Band Club – Gr. 4                    | J. Messenger           | C - \$1,296                   |
| Orchestra – Gr. 4                    | J. Gallagher           | C - \$1,296                   |
| Scoop – Gr. 4                        | Bethe                  | C - \$1296                    |
| Drama Club – Gr. 4                   | Pata – ½               | ½ C - \$638                   |
| Lego Club – Gr. 4                    | Tom Yakowenko          | C - \$1,296                   |
| Art Club – Gr. 1-4                   | McKeown                | A - \$959                     |
| Breaking the Chain Club –<br>Gr. 1-4 | Levin – ½              | ½ A - \$479.50                |
| Computer Club – Gr. 3 & 4            | Fitzgibbon – ½         | ½ A - \$479.50                |
| Yearbook Club – Gr. 4                | McKeown                | C - \$1,296                   |

| <b>EMS Clubs</b>                          | <b>Advisor</b>       | <b>Stipend</b>             |
|---|----------------------|----------------------------|
| Student Council – Gr. 5 & 6               | Petrakakos<br>Muller | C - \$1,296<br>C - \$1,296 |
| Battle of the Books – Gr. 5 &<br>6        | Presuto              | B - \$1,107                |
| Digital Photography – Gr. 5-<br>8         | Presuto              | C - \$1,296                |
| Spanish Club – Gr. 5-8                    | A. Smith             | B - \$1,107                |
| Environmental Club Gr. 5-8                | Graziano<br>Hogrebe  | C - \$1,296<br>C - \$1,296 |
| Writers Club – Gr. 5-8                    | Kovacs               | B - \$1,107                |
| Math Team - Gr. 7 & 8                     | McCadden             | B - \$1,107                |
| Math Club - Gr. 5 & 6                     | Logan                | B - \$1,107                |
| Art Club – Gr. 5-8                        | Gumbrecht            | B - \$1,107                |
| Breaking the Chain – Gr. 5-8              | Gural                | B - \$1,107                |
| Chess Club/<br>Games Strategies - Gr. 5-8 | J. Miller            | B - \$1,107                |

|                               |                   |                    |
|-------------------------------|-------------------|--------------------|
| Newspaper Club – Gr. 5-8      | Bruno             | C - \$1,296        |
| Yearbook Club – Gr. 6-8       | Sarte             | C - \$1,296        |
| Student Council – Gr. 7 & 8   | K. Smith<br>Mertz | \$2,610<br>\$2,610 |
| Spring Play Drama – Gr. 7 & 8 | Logan             | D - \$1,684        |
| Spring Play Music – Gr. 7 & 8 | Stofa-Krombholz   | D - \$1,684        |
| Woodworking – Gr. 7 & 8       | Jones             | B - \$1,107        |
| School Treasurer              | Sarte             | \$2,733            |
| Dance Club Gr. 5-8            | Menafro           | B - \$1,107        |
| Science/STEM Club - 5-8       | Ronk              | B - \$1,107        |
| Guitar Club - Gr. 5-8         | J. Gallagher      | A - \$959          |

| <b>Metuchen High School Clubs</b>                       | <b>Advisor</b>               | <b>Stipend</b>                       |
|---|------------------------------|--------------------------------------|
| <b>Clubs</b>  |                              |                                      |
| Art Club/<br>Honor Society                              | L. Graf                      | C - \$1,296                          |
| Culture Club  | D. Scala                     | C - \$1,296                          |
| Evening Choral Club                                     | Stofa-Krombholz              | C - \$1,296                          |
| French Club/<br>French Honor Society                    | Girin                        | C - \$1,296                          |
| Gay/Straight Alliance                                   | Wardlow                      | C - \$1,296                          |
| German Club/<br>German Honor Society                    | Elliott                      | C - \$1,296                          |
| Italian Club  | Kamin                        | C - \$1,296                          |
| Math Team/NJ Math<br>League/American<br>Computer League | Stevens                      | C - \$1,296                          |
| Peer Leadership   | Connolly                     | C - \$1,296                          |
| Spanish Club/ Spanish<br>Honor Society                  | Flores                       | C - \$1,296                          |
| Student Outreach  | Karger – ½<br>Scharf – ½     | ½ C - \$638<br>½ C - \$638           |
| Breaking the Chain                                      | Robbins                      | D - \$1,684                          |
| Power of Friendship                                     | Robbins                      | A - \$959                            |
| Engineering Club  | Minnella                     | C - \$1,296                          |
| Garden Club   | Gallagher                    | A - \$959                            |
| RWJ Safety Ambassadors                                  | Flores – 1/3<br>Karger – 1/3 | 1/3 A - \$319.66<br>1/3 A - \$319.66 |

|                         |                               |                                      |
|-------------------------|-------------------------------|--------------------------------------|
|                         | D. Scala – 1/3                | 1/3 A - \$319.66                     |
| Book Buddies<br>(w/CES) | Glave – 1/2<br>Derer – 1/2    | 1/2 A - \$479.50<br>1/2 A - \$479.50 |
| Star Awards             | Giddes – 1/4<br>Volosin – 1/4 | 1/4 A - \$239.75<br>1/4 A - \$239.75 |

| <b>MHS Co-Curricular</b>           | <b>Advisor (Level)</b>     | <b>Stipend</b>     |
|------------------------------------|----------------------------|--------------------|
| Class Advisors                     |                            |                    |
| Seniors                            | Wardlow (3)                | \$3,591            |
| Juniors                            | L. Graf (3)                | \$2,846            |
| Sophomores                         | Wrublevski (3)             | \$2,101            |
| Freshmen                           | (Fonseca)<br>Craig (2)     | \$1,533            |
| Band                               | Morrison (3)               | \$8,294            |
| Asst. Band                         | Messenger (3)              | \$4,923            |
| Band Front                         | Yaniga (3)                 | \$4,883            |
| Blue Letter (yearbook)             | Levy(3)                    | \$4,883            |
| Bulldog's Bark (newspaper)         | Mazza (3)                  | \$4,883            |
| Yearbook and newspaper<br>business | Ruhno (3)                  | \$3,159            |
| Dramatics Spring Musical           | Harmon (3)                 | \$6,296            |
| Dramatics Fall                     | Harmon (3)                 | \$4,571            |
| Chorus                             | Stofa-Krombholz<br>(3)     | \$4,335            |
| Mock Trial                         | Robbins (3)                | \$2,336            |
| Model Congress                     | Giddes (3)                 | \$2,336            |
| National Honor Society             | Blaze (3)                  | \$2,336            |
| Student Council                    | Giddes (3)                 | \$4,335            |
| Treasurer --<br>Student Funds      | Stevens (3)                | \$6,328            |
| <b>Edgar School Co-Curricular</b>  |                            |                    |
| Fall Intramurals                   | Carter (3)<br>K. Smith (3) | \$2,581<br>\$2,581 |
| Winter Intramurals                 | Carter (3)<br>Gilbert (3)  | \$2,581<br>\$2,581 |
| Spring Intramurals                 | Gilbert(3)<br>Albanese (3) | \$2,581<br>\$2,581 |
|                                    |                            |                    |

| <b>Professional Development for Board Approval 8/8/14</b> |                 |   |                         |                 |                  |                       |               |
|---|-----------------|---|-------------------------|-----------------|------------------|-----------------------|---------------|
| <b>Start Date</b>   | <b>End Date</b> | <b>Activity/Title</b>   | <b>Last, First Name</b> | <b>Building</b> | <b>Requested</b> | <b>Payment Method</b> | <b>FFPI #</b> |
| 7/10/2014   | 7/10/2014       | Go Google Two   | Donohue, Chris          | CES             | \$<br>-          | No cost               |               |
| 8/20/2014   | 8/20/2014       | Response to Intervention: Reading Strategies That Work                  | Donohue, Chris          | CES             | \$<br>139.00     | FFPI                  | 15-014        |
| 9/30/2014   | 3/3/2015        | RIISA's 2014-2015 Middle Grades Network                                 | Hughes, Jeanne          | EMS             | \$<br>490.00     | Other                 |               |
| 9/30/2014   | 3/3/2015        | RIISA's Middle Grades Network: Data-Driven Dialogues                    | Donohue, Linda          | EMS             | \$<br>490.00     | Other                 |               |
| 10/25/2014  | 10/29/2014      | National Association For Music Educators National In-Service conference | Thomas, Margie          | CES             | \$<br>1,531.00   | FFPI                  | 15-012        |
| 12/8/2014   | 4/21/2015       | New Jersey Leadership Academy   | LaFauci, Susan          | MHS             | \$<br>750.00     | Other                 |               |