

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**MEETING MINUTES**

**of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**Tuesday, September 23, 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	P
Mr. Flaherty	A	Ms. McGuire	P
Ms. Gibson	A	Mr. Stern	P
Ms. Lanton	P		

**IV. Presentation/Discussion Items**

❖ **Showcase of Success**

Superintendent Vincent Caputo will presented Metuchen High School students who received top scores of 300 on the 2014 HSPA test and students who received a top score of 5 on the 2014 AP exams.

❖ **STREAM (Science, Technology, Reading, Engineering, and Math)**

Assistant Superintendent Rick Cohen will discussed this past summer's STREAM program. He showed a PowerPoint presentation explaining the program and then a video made by one of our parents which showed the actual program and the enthusiasm of the students and teachers who participated.

❖ **Bring Your Own Technology (BYOT) Policy**

There was a discussion of the BYOT policy (#2363.1). this draft of a pilot program will allow students to bring approved technology items to school as long as they are being used for school work. The board generally agreed with the program but there were several suggestions about details to be added or removed.

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

Nothing at this time.

**VI. Report of the Superintendent of Schools**

Mr. Caputo gave a district goals mini report to the board. It showed progress in some areas even though it is only September. He will be presenting these reports through the school year.

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

Nothing at this time.

**VIII. Committee Reports**

Athletics: Coaching recommendations were discussed. Updates on numbers of student athletes participating in fall sports, and an inventory of uniforms was discussed.

Policy: An attendance policy was discussed and will receive more input from the principals. The subject of instructional technology was also discussed.

Curriculum: Kathy Glutz attended the meeting and discussed BYOT as used at EMS. SIAlso discussed were the increased use of formative assessments, placement practices regarding levels, an upcoming trip to Spain and Moricco. Curriculum documents for US AP History 2 and Etymology, whe weighting of finals, revised timeline for new course development.

**IX. New Business**

There was some discussion about the educational value of a proposed trip to Wegman's for Kindergarten students.

**X. Old Business**

**XI. Minutes**

Move to approve the minutes of the following meetings:

September 9, 2014	Board Meeting, Executive Session
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Mr. Lifton  
Moved

Ms. Lanton  
Seconded

**XII. Meeting Open to the Public**

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

**XIII. Recommendations of the Superintendent of Schools**

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

**A. PERSONNEL**

**1. Medical Leave of Absence**

Move to approve a medical leave of absence for Thomas Lan (Science - MHS) from September 29, 2014 through October 31, 2014.

**2. Medical Leave of Absence**

Move to approve a medical leave of absence for Barbara Johnson from November 5 through approximately February 1, 2015.

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

Move to approve a maternity/childcare leave of absence for Erin Santasieri from January 20, 2015 through May 1, 2015.

**4. Resignation**

Move to accept the resignation of Roxanne Aggarwal, paraprofessional, effective October 1, 2014.

**5. Coaches - Winter and Spring 2014-2015**

Move to approve the following as coaches for the 2014-2015 school year:

<i>Sport</i>	<i>Coach</i>	<i>Position</i>	<i>Stipend</i>
<b>Metuchen High School</b>			
Basketball	James Lane (3)	JV Boys Basketball Coach	\$6,022
Baseball	Ken Smith	Volunteer Assistant	-0-

**6. Rescission - 6<sup>th</sup> Period Stipends**

Move to rescind the following instructional 6<sup>th</sup> period stipends of \$6,300 for Mathematics for the 2014-2015 school year effective September 22, 2014 : Sherri Lifson, Frank Ruggiero, Jonathan Stevens, James Thomas, and Michael Warnock.

**7. Appointment - Substitute Teachers**

Move to appoint Roxanne Aggarawl (P-3), Daniella Pallotta (elementary), Dana Rosamilia (substitute), and Sheila Temkin (Elementary, Sp. Ed., and Spanish) as substitute teachers for the 2014-2015 school year.

Mr. Lifton  
Moved

Mr. Benderly  
Seconded

Motion carried 7-0

## **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 July 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. Budget Transfers**

Move to approve budget transfers effective July 31, 2014.

### **4. Special Education**

Move to approve a stipend of \$3535 for Marilyn Lewis to provide a specialized reading program to a classified student, three days per week at Edgar Middle School, beginning September 17, 2014. The amount is prorated three days per week, minus seven days before 9/17 (\$35 per session).

### **5. Special Education**

Move to approve an IEP meeting for a student at Perkins School for the Blind in Watertown, Massachusetts for Robert Capra on October 3, 2015 at a cost not to exceed \$460.00.

### **6. Professional Development**

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

### **7. Field Trips**

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

Items B1-B7

Mr. Lifton

Mr. Benderly

Motions carried 7-0

Moved

Seconded

except for an abstention by Mr. Benderly on Ck # 35662.

## C. POLICY

### 1. First Reading of Policy

There will be a first 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 EMS090414001.

Items C1 and C2

Ms. Gibson

Ms. Lanton

Moved

Seconded

Motions carried 7-0

## D. CURRICULUM

### 1. Revised Curriculum

Move to approve the revised curriculum for the following:  
AP US History 2

### 2. New Course

Move to approve the New Course Curriculum Map Overview for the following:

Etymology

Items D1 - D2

Mr. Benderly

Ms. Matise

Moved

Seconded

Motion carried 7-0

## Finance

An additional motion was moved by Mr. Lifton and seconded by Ms. Gibson:

### RESOLUTION AUTHORIZING CONTRACTOR PAYMENT

**RESOLVED** that payment to M & M Construction Co., Inc. of the reduced amount of \$434,563.10 be approved as Payment Application #3 on the condition that payment not be released and made until the contractor confirms

in writing (i) withdrawal of previously-rejected Change Orders, (ii) it has paid in full invoices of Riverside Supply Co., Inc., and (iii) it is not reserving any other claim against the Metuchen School District except for payment of the remaining contract balance after crediting the unused contingency allowance.

Motion carried 7-0

**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 exists.

**Professional Development for Board Approval 9-23-14**

Start Date	End Date	Activity Title	Last, First Name	Building	Requested_Expense_Total	Payment Method	FFP
9/15/2014	9/15/2014	Transitioning to the Next Generation Science Standards (NGSS) Workshop	Henn, Kathleen	C/O	\$ -	No cost	
10/2/2014	10/2/2014	NJ School Development Council Leadership Conference	Caputo, Vince	C/O	\$ 115.00	Other	
10/2/2014	10/2/2014	NJ School Development Council Leadership Conference	Cohen, Rick	C/O	\$ 115.00	Other	
10/3/2014	10/3/2014	IEP meeting for student at Perkins School for the Blind	Capra, Robert	C/O	\$ 458.25	Other	
10/9/2014	10/9/2014	Syracuse University Project Advance Info Session	Goodson, Tiffany	C/O	\$ -	No cost	
10/10/2014	5/29/2015	Anti-Bullying Coordinator's meetings	Cheung, Judith	CES, EMS, MHS	\$ -	No cost	
10/23/2014	10/24/2014	AMTNJ Entering a New Century under Common Core Standards and PARCC Assessments	Araneo, Veronica	EMS	\$ -	No cost	
1/14/2015	1/14/2015	Math & Technology: Perfect Together - Integrating the New Standards Using Technology, Grades 2-5	Lopes, Sofia	CES	\$ 195.00	FFPI	15-0

Professional Development - Date Change (Agenda September 9, 2014)

9/18/2014	9/26/2014*	Stronge Teacher Evaluation Training	Pepe, Richard	C/O	\$ 447.00	Other	
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\*Change ending date from 9/26/2014 to 10/29/14.

## Field Trips

BOE Mtg 9-23-14

<b>School</b>	<b>Destination</b>	<b>Class/Group</b>	<b>Teachers/ Advisors</b>	<b>Date(s)</b>	<b>No. of Students</b>
Moss	Wegmans Woodbridge, NJ	Kindergarten students will reinforce science unit on healthy eating.	Laura Fischer, Christina Spring, Sarah Anderson	10/21/14 am & pm 10/22/14 am & pm 10/23/14 am & pm	120 total (20/class)
MHS	Campbell School	Grades 9-12 Book Buddies will meet with Campbell students to encourage the love of reading.	Patricia Glave, Barbara Derer	Various dates October – June (after school)	Up to 10
MHS	9/11 Museum and Metropolitan Museum of Art, New York, NY	11 <sup>th</sup> & 12 <sup>th</sup> grade students will learn about the impact of 9/11 on American politics, see a retrospective of European Art, have dinner and see an off-Broadway show.	Evan Robbins, Anna Giren, Kerry Blaze, Chris Giddes	12/11/14	35
MHS	Spain and Morocco	10 <sup>th</sup> – 12 <sup>th</sup> grade students will speak Spanish and immerse themselves in the culture of Spain to gain a global perspective.	Rosann Kamin, Karin Flores, Danielle Scala, Patricia Craig, Chris Giddes, & 1 administrator TBD	4/2 – 4/10/2015 Spring Break	42