

**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 24, 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. Matisse	A
Mr. Flaherty	A	Ms. McGuire	P
Ms. Gibson	A	Mr. Stern	P
Ms. Lanton	P		

IV. Showcase of Success

Campbell School teacher Mary Ellen Kulesza was present and read another poem "The P.E.A.C.E. Filled School." She described her motivation and inspiration for her poetry. She always writes with children in mind. She writes to address topics that are not fully explained from a child's point of view and shares the work with her colleagues. "The P.E.A.C.E. Filled School " was written to address one of Campbell Elementary School's goals. It will be delivered along with a PowerPoint presentation that will include photographs of students illustrating the points made in the poem. This will coincide with the district's observation of the "Week of Respect."

V. Presentation/Discussion Items

There was a discussion of the following policy:
8210 School Year

Discussion of the policy was tabled. It will take place at the next meeting when the Policy Committee chairperson is present.

VI. Report of the President of the Board of Education

Mr. Liffon spoke about the ongoing project at Campbell School. The interiors was to have modular classrooms completely finished by the beginning of the school year. They are not finished due to the two classrooms not being delivered in proper condition. The district has been in contact with the contractor. Mr. Liffon asked that the public be assured that the board and the district will do everything in its power to make sure the classrooms are safe for students. Work has halted while the district is dealing with these issues.

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 for funds 10 and 20 and the Secretary's and Treasurer's reports as of July 31, 2013.

IX. Committee Reports

Finance: The committee met on September 17 and discussed the bill lists, the 2013-2013 school year budget, the placements of special education students and other contingencies which may affect the budget. They also discussed the difficulty with state mandated caps, the possibility of a/c units in some MHS classrooms and the costs and variables associated with that project.

X. New Business

Nothing at this time.

XI. Old Business

The current status of the MHS sign was discussed.

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:

September 10, 2013	Board Meeting
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Mr. Lifton
Moved

Mr. Stern
Seconded Motion carried (5-0-1) Ms deVries abstained

XV. Recommendations of the Superintendent of Schools

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

A. PERSONNEL

1. Retirement

Move to accept with regret the retirement of Mary Lou Roma, Supervisor of Fine Arts and World Languages effective January 1, 2014.

2. Maternity/Childcare Leave of Absence

Move to approve a Maternity/Childcare leave of absence for Karen Logan (5th grade teacher – EMS) effective on or about December 13, 2013 to on or about March 21, 2014.

3. Medical Leave of Absence

Move to approve a medical leave of absence for Michele Gouveia Leach (Special Education – EMS) from November 21, 2013 to January 2, 2014.

4. Salary Adjustments

Move to approve a change in salary due to receiving CEU credits effective retroactive to September 1, 2013 as follows: *to come*

5. Rescission – EMS Co-Curricular Changes

Move to rescind the following co-curricular appointments at Edgar Middle School (Agenda June 25, 2013 A4):

- a) Jennifer Muller, advisor Dance Club and
- b) Suzanne Menafro, co-advisor Battle of the Books.

6. Appointment – EMS Co-Curricular Advisors

Move to approve the following as co-curricular advisors at Edgar Middle School for the 2013-2014 school year:

- a) Suzanne Menafro as Dance Club Advisor and
- b) Emily Presuto as sole advisor for Battle of the Books.

7. Campbell School Lunch Coverage Assignments – Revision

Move to approve changes in lunch coverage assignments for the 2013-2014 school year at Campbell School as follows:

	from		to	
Thomas Yakowenko	5 days/week	\$5,306	5 days/week	\$5,306
Kevin LoPresti	4 days/week	\$4,245	4 days/week	\$4,245
Katie McKeown	3 days/week	\$3,184	3 days/week	\$3,184
Danielle Weitzner	5 days/week	\$5,305	2 days/week	\$2,122
Penny Silver	3 days/week	\$3,184	2 days/week	\$2,122
Tara Lingenfelter	2 days/week	\$2,122		-0-
Linda Wagenblast	1 day/week	\$1,061		-0-
Melissa Gubernat	1 day/week	\$1,061		-0-
Kathleen Roder		n/a	5 days/week	\$5,305
Barbara Derer		n/a	5 days/week	\$5,305
Jackie Salit		n/a	2 days/week	\$2,122
Michele Bethe		n/a	2 days/week	\$2,122
TOTAL		\$25,468		\$31,833*

* Same total amount as 2012-2013

8. Change in Assignment – Paraprofessional

Move to approve a change in assignment for Mike Reid from full time paraprofessional (Agenda July 16, 2013, Item A14) to 3/5 paraprofessional effective September 3, 2013 for the 2013-2014 school year.

9. Additional Coaching Staff

Move to approve Ed Ronk as an additional EMS Cross Country coach for the 2013-2014 school year effective September 25, 2013 for a stipend of of \$2,890., prorated.

10. Substitute Teachers

Move to approve the following as substitutes for the 2013-2014 school year: Rose Festa, Megan O'Connor, Caroline Silver, Christine Sukovich, and Alexie Zachariades.

11. Youth Mentors

Move to approve the following as Zone Mentors for the 2013-2014 school year at the rate of \$7.50/hr.: Thomas Chalker, Arthur Flaherty Jr., and Nancy Hafez.

Items A1 through A11

Ms. deVries Ms. Lanton

Moved Seconded Motion carried (6-0)

C. POLICY

1. First Reading – Policy

Move to approve a First reading of the following policy:
Policy 8210 – School Year

Mr. Lifton
Moved to table

D. CURRICULUM

1. Curriculum Writing

Move to approve the following curriculum writing documents and writers for Summer 2013:

Subject	Curriculum Development	Writers	Amount
Math	Grade 6	Jean Hughes	\$450
		Sandy Vorensky	\$450

Revision to 6/11/13 Agenda:

originally

Subject	Curriculum Development	Writers	Amount
Math	Grade 6	Danielle Brabston	\$700

Subject	Curriculum Development	Writers	Amount
Math	Algebra 2	Lifson	\$700
Math	Honors Algebra 2	Lewandowski	\$700

Revision to 6/11/13 Agenda:

Subject	Curriculum Development	Writers	Amount
Math	Algebra 2	Lewandowski and Lifson	\$450
Math	Honors Algebra 2	Lewandowski and Lifson	\$450

2. Curriculum

Move to approve the following curriculum items:

ELA:
1st grade
Grade 9
Grade 10

Grade 11
Grade 12
English 11 AP
English 12 AP

Social Studies:
US History I
AP US I

Science:
Grade 5 (previous document was Grade 5 Science Lab)

New Courses:
Algebra 2
Grade 6 Math

3. Curriculum

Move to approve the new curriculum for the following:

AP Environmental Science
AP Government and Politics
Global and Social Issues
Gifted and Talented Grades 3 and 4

Items D1 through D3

Mr. Benderly Mr. Stern
Moved Seconded Motions carried 6-0

4. Curriculum

Move to amend the agenda to include and approve the revised curriculum for the following:

Math Grade 6, Algebra 2

Mr. Benderly Mr. Stern
Moved Seconded Motions carried 6-0

XVI. Meeting Open to Public

XVII. Announcements

XVIII. Motion to Go Into Executive Session (when applicable)

Mr. Lifton, Moved Motion carried 6-0

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 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 BOE Approval - 9/24/13

Start Date	End Date	Activity Title	Last, First Name	Building	Requested	Payment Method	FFPI #
9/21/2013	9/21/2013	2013 Early Childhood Conference	Spring, Christina	Moss	\$ 49.00	FFPI	14-028
9/25/2013	9/25/2013	New Jersey Science Education Leaders Association	Henn, Kathleen	CES	\$ 13.95	Other	
9/26/2013	9/26/2013	GHS HazCom Compliance Workshop	Redmond, Gerard	C/O	-	No cost	
9/28/2013	9/28/2013	Performer's Showcase Enrichment Programs for the Young Child	Spring, Christina	Moss	\$ 10.00	FFPI	14-027
10/2/2013	10/2/2013	Athletic Trainer Fall Program	Zaneto, Nick	MHS	\$ 60.00	FFPI	14-038
10/3/2013	10/3/2013	Art Educators, NJ	Gaffney, Carol	Moss	\$ 185.00	FFPI	14-039
10/3/2013	10/3/2013	5 Messages Parents Need to Know and Understand About their Children	Spring, Christina	Moss	\$ 10.00	FFPI	14-030
10/5/2013	10/5/2013	Indispensable	Derer, Barbara	CES	\$ 85.00	FFPI	14-040
10/8/2013	10/8/2013	Giving Effective Feedback: The Key to Better Teacher Evaluations	Kirschner, Brooke	CES	\$ 149.00	Other	
10/12/2013	10/12/2013	NJAKE Fall Conference with Peggy Campbell-Rush	Spring, Christina	Moss	\$ 45.00	FFPI	14-031
10/15/2013	10/16/2013	New Jersey Science Teachers' Convention	Henn, Kathleen	C/O	\$ 325.00	Other	
10/17/2013	10/18/2013	Autism NJ Conference	Flowers, Rebecca	Moss	\$ 570.00	FFPI	14-035
10/26/2013	10/26/2013	What's in a Scribble? The Brain Body Connection	Spring, Christina	Moss	\$ 35.00	FFPI	14-032
10/30/2013	10/30/2013	Current Democratic Waves in the Middle East and North Africa	Connolly, Laura	MHS	\$ 41.00	FFPI	14-037
10/31/2013	10/31/2013	HESAA Financial Aid Workshop	DeMott, Elizabeth	MHS	\$ -	No cost	
11/4/2013	11/6/2013	Trip to Ghana	Robbins, Evan	MHS	\$ 2,317.90	FFPI	14-025
11/14/2013	11/14/2013	Best Practices for the Practical Implementation of the Anti-Bullying Bill of Rights Act (ABR)	Kirschner, Brooke	CES	\$ 19.84	Other	
11/14/2013	11/14/2013	HESAA Financial Aid Workshop	Goodson, Tiffany	C/O	\$ -	No cost	

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11/15/2013	6/13/2014	Teaching the Common Core	Kuchar, Eileen	EMS	\$ 350.00	FFPI	14-034
11/15/2013	6/13/2014	Teaching the Common Core: A Focus on the Instructional Shifts in Literacy	Stoner, Marcie	EMS	\$ 350.00	FFPI	14-029
11/15/2013	11/15/2013	The Centrality of Graphic Illustrations for Teaching World History	Connolly, Laura	MHS	\$ 41.00	FFPI	14-036
11/20/2013	11/20/2013	Drugs, Brains, and Bullies; Understanding Today's Adolescents	Cheung, Judith	MHS	\$ -	No cost	
1/23/2014	1/23/2014	Teaching the Common Core: A Focus on the Instructional Shifts in Literacy	Lewis, Marilyn	EMS	\$ 156.80	FFPI	14-033

Field Trips - BOE Mtg. 9/24/13

School	Destination	Class/Group	Teachers/ Advisors	Date(s)	No. of Students
Campbell/EMS	Eastmont Orchard	Campbell School Self Contained Class and EMS Self-Contained Class	Alaina Warakomski Nicole Burkowski Classrrom Paras: Farhana Omarzai, Kyle Thomas, Ashley Knecht, and Judi Hoffman	L9/27/13 Rain Date: 9/30/13	7
	Walk to Metuchen Post Office			10/4/13 Rain Date: 10/7/13	
	Walk to Metuchen Fire House			10/11/13 Rain Date: 10/14/13	
	Cheesequake Farm			10/25/13 Rain Date: 10/28/13	
	Walk to Metuchen Library (Campbell) (Bus for EMS)			11/1/13 Rain Date: 11/4/13	
	Walk to Metuchen Downtown			11/15/13 Rain Date: 11/18/13	
	A&P			11/22/13	
	Moss School – Thanksgiving Feast			11/26/13	
	Woodbridge Center Mall			12/14/13	
MHS	What’s the Scoop Metuchen	Student Outreach Group will walk to town for ice cream after school.	Jaclyn Scharf Sarah Karger	9/25/13	20
MHS	Robert Wood Johnson Hospital New Brunswick, NJ	Safety Ambassadors will attend a Safety Summit.	Karin Flores Sarah Karger	10/8/13	9
MHS	Hands for Hope Food Pantry Edison, NJ	Student Outreach Group will volunteer and learn about a food pantry.	Jaclyn Scharf Sarah Karger	10/9/13	20
MHS	Caldwell College Caldwell, NJ	MHS students will attend Student	Evan Robbins	10/15/13	30-40

		Summit “Not on Our Turf” and learn about modern day slavery.	Chris Giddes		
MHS	Lola Latin Bistro Metuchen	Spanish 4 Honors & Spanish 5 AP will sample tapas from the Spanish speaking word. They will discuss (in Spanish) the Spanish Peso exchange, food in Spanish Literature, etc.	Rosann Kamin Karin Flores	10/18/13	30-35