THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY  

BUSINESS MEETING MINUTES (1)  
of the Metuchen Board of Education  
Metuchen Borough Hall  
Metuchen, NJ 08840  

Tuesday, August 11, 2015  

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  

<p>| | | | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Mr. Benderly</td>
<td>A</td>
<td>Ms. Matise</td>
<td>P</td>
</tr>
<tr>
<td>Ms. deVries</td>
<td>P</td>
<td>Ms. McGuire</td>
<td>P</td>
</tr>
<tr>
<td>Ms. Gibson</td>
<td>P</td>
<td>Mr. Small</td>
<td>P</td>
</tr>
<tr>
<td>Ms. Lanton</td>
<td>P</td>
<td>Mr. Stern</td>
<td>P</td>
</tr>
<tr>
<td>Mr. Lifton</td>
<td>P</td>
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</tbody>
</table>

IV. Presentation/Discussion Items  
Nothing at this time.  

V. Report of the President of the Board of Education  
Nothing at this time.  

VI. Report of the Superintendent of Schools  
Nothing at this time.  

VII. Report of the Business Administrator/Board Secretary  
Nothing at this time.
VIII. Committee Reports

Technology:
Report given by Ms. Matise.

Policy:
Ms. Gibson reported the committee has not met since last Board Meeting.

Finance:
Report given by Mr. Small

Curriculum:
Mr. Cohen reported the committee has not met since last Board Meeting.

Athletics:
Ms. de Vries reported the committee has not met since last Board Meeting.

Personnel:
Report given by Mr. Lifton.

IX. New Business
Nothing at this time.

X. Old Business
Mr. Lifton opened the meeting to the public to discuss Ice Hockey. Mr. DiStefano, President of the Edison Township Ice Hockey Parent Association spoke in favor of the Ice Hockey Program. Ms. DeSano spoke in favor of the Ice Hockey Program. Mr. Manley spoke in favor of the Ice Hockey Program. Mr. Gaier spoke in favor of the Ice Hockey Program. Ms. Lucasnare spoke in favor of the Ice Hockey Program.

The Board discussed the Ice Hockey Program for the 2015-2016 school year.

Mr. Stern made a motion to approve a waiver request for Ice Hockey Coop for the 2015-2016 school year. The motion was not seconded.

XI. Minutes
Move to approve the minutes of the following meetings:

<table>
<thead>
<tr>
<th>Date</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 14, 2015</td>
<td>Business Meeting 1&amp;2, Executive Session 1&amp;2</td>
</tr>
<tr>
<td>July 30, 2015</td>
<td>Business Meeting, Executive Session</td>
</tr>
<tr>
<td>August 6, 2015</td>
<td>Business Meeting, Executive Session</td>
</tr>
</tbody>
</table>

Mr. Lifton      Ms. Gibson      Mr. Small
Moved           Seconded        Abstained      Motion Carried (8-0)
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 comment on the recommendations of the Superintendent of Schools.)
Nothing at this time.

XIV. Recommendations of the Superintendent of Schools
(at this time the Board will take formal action on the following items)

A. PERSONNEL

1. Change in LOA Dates – Certificated Staff
   Move to change the dates of Lauren Butler’s Childcare Leave of Absence (September 4, 2015 through January 19, 2016 - Agenda May 12, 2015, Item XIV – A – 4) to August 31, 2015 through December 15, 2015.

2. Appointment – Certificated Staff
   Move to approve the appointment of Margaret Poandl as Art Teacher (3/5 at EMS and 2/5 at MHS) effective August 31, 2015 through June 30, 2016. Salary – Step 1-B, $50,068.

3. Appointment – Certificated Staff
   Move to approve the appointment of Kathy Rice as Special Education Teacher effective August 31, 2015 through June 30, 2016. Salary – Step 3-I, $68,951.

4. Appointment of Certificated Staff
   Move to approve the appointment of Shannon Connors as Middle School Math Teacher effective August 31, 2015 through June 30, 2016. Salary – Step 3-B, $52,571.

5. Appointment – Certificated Staff
   Move to approve the appointment of Kristen Kuhlthau as Leave Replacement for Lauren Butler, MHS PE/Health Teacher effective August 31, 2015 through December 15, 2015. Salary - $80/day for the first 20 days and $266.04/day for days 21 through the end of the assignment.

6. Appointment – Certificated Staff
   Move to approve the appointment of Megan (Dunne) Shapiro as Leave Replacement for Tara Palmieri, Campbell School 1st Grade
Teacher, effective August 31, 2015 through December 23, 2015. Salary - $266.04/day.

7. **Appointment – Certificated Staff**
   Move to approve the appointment of Jeremy Barnes as Leave Replacement for Michelle Bethe, Campbell School 3rd Grade Teacher, effective August 31, 2015 through December 23, 2015. Salary - $80/day for the first 20 days and $266.04/day for days 21 through the end of the assignment.

8. **Appointment – Certificated Staff**
   Move to approve the appointment of Walter Cook as Leave Replacement for Andrea Elton, EMS ELA Teacher, effective August 31, 2015 through January 31, 2016. Salary - $80/day for the first 20 days and $266.04/day for days 21 through the end of the assignment.

9. **Appointment – Certificated Staff**
   Move to approve the appointment of Ryan Kinghorn as Leave Replacement for Melanie Gilbert, EMS PE/Health Teacher effective August 31, 2015 through November 13, 2015. Salary - $80/day for the first 20 days and $266.04 for days 21 through the end of the assignment.

10. **Appointment – Non-certificated Staff**
    Move to approve the appointment of Theresa Nemeth as Administrative Assistant to the Superintendent effective August 17, 2015 through June 30, 2016, at the salary of $42,000 per year pro-rated. Ms. Nemeth will also receive a pro-rated stipend of $5,000 per year for attending Board of Education Meetings and preparing minutes from these meetings.

11. **Resignation – Certificated Staff**
    Move to accept the resignation of Laura Cardona as EMS Girls Soccer coach for the 2015 Fall Season effective August 11, 2015.

12. **Resignation – Non-certificated Staff**
    Move to accept the resignation of Debra Voorhees, Campbell School Lunch Aide effective August 11, 2015.

13. **Sixth Period Stipend**
    Move to approve a Sixth Period Stipend of $6,478 for Val Gazda to provide adaptive physical education classes for a special needs high school student for the 2015-16 school year.
14. Additional Teaching Stipends
Move to approve pro-rated Sixth Period Stipends for the following teachers to provide adaptive classes for special need students at Campbell School for the 2015-16 school year:

- Panos Tzetzos  P.E.  45 minute sessions, 2X per week = $2,591
- Margie Thomas  Music  45 minute sessions, 2X per week = $2,591
- Gina Westover  Art  45 minute sessions, 2X per week = $2,591

15. Rescind Stipend
Move to rescind the appointment of Traci Grauer as AP Test Coordinator and cancel stipend of $1,402 for the 2015-16 school year. (Agenda 7/14/15 Item XIV – A – 5)

16. Salary Adjustments – Central Office Staff
Move to adjust the salaries of Central Office Staff retroactive to July 1, 2015, as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary 2015 / 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donohue, Sheila</td>
<td>Transportation Coordinator</td>
<td>$54,927</td>
</tr>
<tr>
<td>Whitson, Joan</td>
<td>Payroll Coordinator</td>
<td>$62,694</td>
</tr>
<tr>
<td>Orcutt, Tracey</td>
<td>Accounts Payable Coordinator</td>
<td>$56,029</td>
</tr>
<tr>
<td>Finden, Deborah</td>
<td>Adm Asst BA</td>
<td>$52,329</td>
</tr>
<tr>
<td>Barry-Millar, Maureen</td>
<td>Special Services</td>
<td>$50,211</td>
</tr>
<tr>
<td>Opitz, Amy</td>
<td>Curriculum</td>
<td>$39,865</td>
</tr>
<tr>
<td>Zaneto, Barbara</td>
<td>Personnel</td>
<td>$57,139</td>
</tr>
<tr>
<td>Simms, Mary Ann</td>
<td>Benefits / Facilities</td>
<td>$40,751</td>
</tr>
<tr>
<td>Thuman, Christopher</td>
<td>Technology Coordinator</td>
<td>$88,741</td>
</tr>
<tr>
<td>Ruhnke, Jeffrey</td>
<td>Network Administrator</td>
<td>$59,641</td>
</tr>
<tr>
<td>Elias-Ortiz, Marcos</td>
<td>Help Desk Technician</td>
<td>$43,702</td>
</tr>
<tr>
<td>Ho, David</td>
<td>Technology</td>
<td>$15/hr</td>
</tr>
<tr>
<td>Harvier, Michael</td>
<td>Business Administrator/Board Secretary</td>
<td>$145,210</td>
</tr>
<tr>
<td>Cohen, Richard</td>
<td>Assistant Superintendent / Prin Moss</td>
<td>$137,278</td>
</tr>
<tr>
<td>Capra, Robert</td>
<td>Special Services Supervisor</td>
<td>$131,181</td>
</tr>
<tr>
<td>Redmond, Gerard</td>
<td>Buildings and Grounds Supervisor</td>
<td>$93,964</td>
</tr>
</tbody>
</table>

17. Change in Salary
Move to approve a change in salary for MHS Social Studies Teacher Laura Connolly as a result of earning her Master’s Degree. Salary to be adjusted from Step 2-F, $56,342 to 3-F, 57,716 effective August 31, 2015.
Items A1-A17
Mr. Lifton           Ms. McGuire
Moved              Seconded      Motion Carried (8-0)

B. FINANCE

1. Out of District Placement
   Move to approve the placement of student 2016528 at Bancroft School in Haddonfield, NJ, effective July 1, 2015.
   Extended school year tuition is $15,019 (including aide)
   2015-16 school year tuition is $84,487 (including aide)

2. NCLB Grant -2015-16 Stipends
   Move to approve the following stipends from 2015-16 NCLB Funds:
   (Title IA) - Fund 20
     Amy Opitz
     Stipend Total – $5,567
     Breakdown - Salary: $5,171    Benefits: $396
   (Title IIA) – Fund 20
     Amy Opitz
     Stipend Total – $2,169
     Breakdown - Salary: $2,015    Benefits: $154
   (Title III) – Fund 20
     Amy Opitz
     Stipend Total – $259
     Breakdown - Salary: $241    Benefits: $18

3. NCLB Grant 2015-16 – Balanced Literacy Coach
   Move to re-appoint BDO, Deanne Opatosky, as NCLB Balanced Literacy Coach for the 2015-2016 school year using NCLB Title IA FOCUS funds of $3,300 and Title IA funds of $4,400 for a total of Title IA of $7,700, and Title IIA funds not to exceed $21,707 effective September 2015 through June 2016.

4. NCLB Grant 2015-16 – Executive Function Coach
   Move to re-appoint PTS Coaching, Cindy Goldrich, as Executive Function Coach for the 2015-2016 school year, using NCLB Title IA FOCUS funds, not to exceed $9,600, and Title IIA funds of $2,000 effective September 2015 through June 2016.
5. **Non-public Technology**
   Move to approve the following Non-public technology purchases:

<table>
<thead>
<tr>
<th>School</th>
<th>Vendor</th>
<th>QTY</th>
<th>Item #</th>
<th>Description</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>St. Joseph H.S.</td>
<td>Keyboard Consultants</td>
<td>3</td>
<td>SB885ix2</td>
<td>SMART Board 885 w/install and VGA/HDMI wall plates</td>
<td>$20,824.00</td>
<td></td>
</tr>
<tr>
<td>St. Francis School</td>
<td>Keyboard Consultants</td>
<td>1</td>
<td>SMART</td>
<td>Training Content Creation Camp-Kathleen</td>
<td>$118.00</td>
<td></td>
</tr>
<tr>
<td>St. Francis School</td>
<td>Apple Inc.</td>
<td>26</td>
<td>MB572Z/B</td>
<td>Mini Displayport to VGA Adapter</td>
<td>$29.00</td>
<td>$754.00</td>
</tr>
</tbody>
</table>

6. **Professional Development**
   Move to approve the following professional development activities as shown on the attached chart.

   Items B1-B6
   Mr. Small          Ms. Lanton
   Moved              Seconded
   Motion Carried (8-0)

C. **POLICY**

1. **Entrance Age**
   WHEREAS, the Metuchen Board of Education ("Board") has been requested to waive the age restrictions of Policy 5112 with respect to student no. CESEXC001; and
   WHEREAS, due to the limited and specific circumstances surrounding this request, the Board believes that it should waive Policy 5112 with respect to student no. CESEXC001 in the interests of fairness; and

   NOW, THEREFORE, BE IT RESOLVED that the Board hereby waive the first-grade entrance provision of Policy 5112 with respect to student no. CESEXC001; and
   BE IT FURTHER RESOLVED that the Board hereby reaffirms its commitment to and the provisions of Policy 5112 in all other cases.

2. **Harassment, Intimidation, and Bullying**
   Move to approve the findings of the previously reported cases:
   METHS 052015 001
   METHS 070215 001

   Items C1-C2
   Ms. Gibson          Ms. Lanton
   Moved              Seconded
   Motion Carried (8-0)
D. CURRICULUM
   Nothing at this time.

XV. Meeting Open to Public
   Nothing at this time.

XVI. Announcements
   Ms. Lanton read a list of announcements.

XVII. 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 ___________________________ and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

MEETING ADJOURNED 10:32 PM

Mr. Lifton       Ms. Gibson
Moved            Seconded
<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Activity Title</th>
<th>Last, First Name</th>
<th>Building</th>
<th>Requested</th>
<th>Payment Method</th>
<th>FFPI #</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/15/2015</td>
<td>10/15/2015</td>
<td>NJ Assoc of School Business Officials Ethics Seminar</td>
<td>Harvier, Michael</td>
<td>C/O</td>
<td>$50.00</td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>10/22/2015</td>
<td>10/23/2015</td>
<td>FEA/NJPSA/NJASCD 2015 Fall Conference</td>
<td>LaFauci, Susan</td>
<td>MHS</td>
<td>$305.00</td>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

Minutes Board Meeting – August 11, 2015