THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY

BUSINESS MEETING MINUTES

of the Metuchen Board of Education
Metuchen High School
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, March 10, 2015 – 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 | Ms. Matise | P |
| Ms. deVries  | P | Ms. McGuire | P |
| Ms. Gibson   | P | Mr. Small   | P |
| Ms. Lantion  | P | Mr. Stern   | A |
| Mr. Lifton   | P |

IV. Showcase of Success

- Edgar Middle School Principal Kathy Glutz presented the First Place winners in the Edgar Middle School Science Fair:
  5th grade: Sophie Calish and Clara Boyd
  6th grade: James Santus and Brandon Kick
  7th grade: Daniel Melendez
  8th grade: Chloe Jaques and Alanna Redwood
- As sponsors of the EMS Science Fair, Anne Lackland, President of the Metuchen Education Foundation (MEF) and Paula Best were present to speak about the work of the organization.

Presentation/Discussion Items

Mr. Capra and Mr. Cohen presented a proposal for an Integrated Preschool.
There was a discussion of the following budget items:
- Mr. Caputo presented a tentative personnel budget
- Mr. Harvier presented and asked the Board to approve a tentative budget

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

VI. Report of the Superintendent of Schools
Mr. Caputo reported on the district goals report deferred from February 24th.

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

VIII. Committee Reports
Technology:
Ms. Matise reported committee has not met since last Board Meeting the next Technology Committee Meeting will be on March 23.

Personnel:
Mr. Lifton reported committee has not met since last Board Meeting.

Curriculum:
Report given by Mr. Benderly.

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

Policy:
Report given by Ms. Gibson.

Finance:
Report given by Mr. Small.

IX. New Business
Nothing at this time.

X. Old Business
Nothing at this time.

XI. Minutes
Move to approve the minutes of the following meetings:
February 24, 2015       Board Meeting (1), (2), Executive Session

Mr. Lifton        Ms. Lanton
Moved             Seconded        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.

XIV.  Meeting Open to the Public
(for comments on the Recommendations of the Superintendent)
Nothing at this time.

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

A. PERSONNEL

1. Retirement - Certificated Staff
   Move to accept with regret the retirement of John Morrison as Music Teacher at Metuchen High School effective July 1, 2015.

2. Retirement - Non-Certificated Staff
   Move to accept with regret the retirement of Maggie Ryan as Administrative Assistant to the Superintendent of Schools effective August 1, 2015.

3. Medical Leave of Absence
   Move to approve a medical leave of absence for Elaine Goldstein, Guidance Counselor at EMS, beginning March 23, 2015 until approximately May 18, 2015.

4. Supervisor at the Zone
   Move to approve Emily Mertz as Supervisor at the Zone on an as needed basis for the 2014-2015 school year $40/hr.

5. Appointment - Non-Certificated Staff
   Move to approve Aureli Ramos as lunch/playground aide at Campbell School for the 2014-2015 school year effective March 11, 2015 at the rate of $11.60/hr.

6. Appointment - Volunteer Coach
   Move to appoint William Colavito as volunteer baseball coach for Edgar Middle School for the 2014-2015 school year.
Items A1-A6
Mr. Lifton        Mr. Benderly
Moved            Seconded        Motion Carried (8-0)

B. FINANCE

1. Adoption of the 2015-2016 Tentative School Budget
WHEREAS, the Board of Education must adopt and submit a tentative 2015-2016 school district budget for the New Jersey Department of Education review and approval

NOW THEREFORE BE IT RESOLVED that the Metuchen Board of Education adopt the tentative 2015-2016 school district budget as follows:

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Local Tax Levy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total General Fund</td>
<td>34,107,585</td>
</tr>
<tr>
<td>Total Special Revenue Fund</td>
<td>1,055,834</td>
</tr>
<tr>
<td>Total Debt Service Fund</td>
<td>2,646,121</td>
</tr>
<tr>
<td></td>
<td>32,825,065</td>
</tr>
<tr>
<td></td>
<td>2,383,161</td>
</tr>
</tbody>
</table>

The supporting documentation of the budget includes an itemization of certain expenditures required under administrative regulations.

2. NJ Achievement Coaches Grant
Move to approve the district’s NJ Achievement Coaches Grant award starting February 01, 2015 through August 31, 2015:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NJ Achievement Coaches</td>
<td>$74,352</td>
<td>Highly effective teachers will attend NJDOE training, demonstrate effectiveness and will share the training at the local level with other teachers via peer-to-peer coaching.</td>
</tr>
</tbody>
</table>

3. Professional Development
Move to approve the following Professional Development Activities as shown on the attached list.

4. Field Trips
Move approval of the following field trips for students in the Metuchen School District as shown on the attached list:

Items B1-B4
Mr. Small        Mr. Benderly
Moved            Seconded        Motion Carried (8-0)
C. POLICY

1. Suspensions
   The board hereby acknowledges receipt of the semi-monthly district suspension report summary for Monday, February 23 through Friday, March 6, 2015.

   Ms. Gibson       Mr. Lifton
   Moved            Seconded        Motion Carried (8-0)

D. CURRICULUM

   Nothing at this time.

XVI. Meeting Open to Public
   A resident spoke in relation to the consistency to read in the classroom for future PARCC Testing. She supported the preliminary budget and Integrated Preschool.

XVII. Announcements
   Ms. Lanton read a list of announcements of upcoming events.

XVIII. Motion to Go Into Executive Session

   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 where they will discuss HIB cases, and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exists.

   Mr. Lifton       Ms. McGuire
   Moved            Seconded
<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Activity Title</th>
<th>Last, First Name</th>
<th>Building Name</th>
<th>Requested</th>
<th>Payment Method</th>
<th>FFPI #</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/10/2015</td>
<td>3/10/2015</td>
<td>NJSIAA Winter Track &amp; Field Committee Meeting</td>
<td>Holleran, Martin</td>
<td>MHS</td>
<td>$</td>
<td>No cost</td>
<td></td>
</tr>
<tr>
<td>3/14/2015</td>
<td>3/14/2015</td>
<td>NJAAPT Spring Meeting 2015: NGSS NJAAPT Saturday, March 14, 2015 from 8:00 AM to 3:30 PM (EDT)</td>
<td>Smith, James</td>
<td>MHS</td>
<td>$ 60.45</td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>3/14/2015</td>
<td>3/14/2015</td>
<td>NJASL Annual Spring Event: Leading Your Library into the Future</td>
<td>Glave, Patricia</td>
<td>MHS</td>
<td>$ 55.60</td>
<td>FFPI</td>
<td>15-148</td>
</tr>
<tr>
<td>3/16/2015</td>
<td>3/16/2015</td>
<td>NJASA Workshop - Your District Vision - Make It Happen: Strategic Planning as a Tool to Do the Right Work</td>
<td>Caputo, Vince</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
</tr>
<tr>
<td>3/16/2015</td>
<td>3/16/2015</td>
<td>NJASA Workshop - Your District Vision - Make It Happen: Strategic Planning as a Tool to Do the Right Work</td>
<td>Cohen, Richard</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
</tr>
<tr>
<td>3/26/2015</td>
<td>3/26/2015</td>
<td>MUTT-I GREES Curriculum Orientation and Basic Training</td>
<td>Cohen, Richard</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
</tr>
<tr>
<td>4/16/2015</td>
<td>4/17/2015</td>
<td>Governmental Purchasing Association of NJ Symposium</td>
<td>Orcutt, Tracey</td>
<td>C/O</td>
<td>$ 654.98</td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>4/24/2015</td>
<td>4/24/2015</td>
<td>Good Ideas Conference</td>
<td>DeMott, Elizabeth</td>
<td>MHS</td>
<td>$ 25.00</td>
<td>FFPI</td>
<td>15-155</td>
</tr>
<tr>
<td>5/5/2015</td>
<td>5/7/2015</td>
<td>WRS® INTRODUCTION/APPLIED</td>
<td>Warakomski, Alaina</td>
<td>CES</td>
<td>$ 650.00</td>
<td>FFPI</td>
<td>15-156</td>
</tr>
<tr>
<td>Date Range</td>
<td>Method</td>
<td>Presenter Name</td>
<td>FTE</td>
<td>Fee</td>
<td>Other</td>
<td></td>
<td></td>
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<tr>
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</tr>
<tr>
<td>6/2/2015-6/4/2015</td>
<td>NJ Association of School Business Officials' Conference</td>
<td>Harvier, Michael</td>
<td>C/O</td>
<td>$415.00</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/10/2015-6/10/2015</td>
<td>CASE Approach Training</td>
<td>Chango, Lisa</td>
<td>EMS</td>
<td>$</td>
<td>No cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/10/2015-6/10/2015</td>
<td>Chronological Assessment of Suicide Events (CASE) Approach Training</td>
<td>Goodson, Tiffany</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/12/2015-6/12/2015</td>
<td>Strauss Esmay Associates' Annual School Law &amp; Policy Seminar</td>
<td>Caputo, Vince</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/12/2015-6/12/2015</td>
<td>Strauss Esmay Associates' Annual School Law &amp; Policy Seminar</td>
<td>Harvier, Michael</td>
<td>C/O</td>
<td>$</td>
<td>No cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>School</td>
<td>Destination</td>
<td>Class/Group</td>
<td>Teachers/ Advisors</td>
<td>Date(s)</td>
<td>No. of Students</td>
<td></td>
<td></td>
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<tr>
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<tr>
<td>MHS</td>
<td>Presbyterian Church Metuchen, NJ</td>
<td>Band, choir and orchestra students will perform in chamber ensembles in a recital at the Presbyterian Church.</td>
<td>John Morrison Elisabeth McPeak Stefeny Krombholz</td>
<td>3/11/15</td>
<td>56</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MHS</td>
<td>Grounds for Sculpture Hamilton, NJ</td>
<td>French Club students will visit Grounds for Sculpture to see impressionist pieces of art in 3-D.</td>
<td>Anna Girin Kerry Blaze Leigh Hanbridge Nora Ruhno</td>
<td>5/28/15</td>
<td>40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMS</td>
<td>St. Luke's Church Metuchen, NJ</td>
<td>Students in Ms. Cornely's class will use St. Luke's church kitchen to work on food preparation skills.</td>
<td>Nicole Cornely Judy Hoffman Will Colavito</td>
<td>3/13/15</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMS</td>
<td>Rutgers – NJ Agricultural Experiment Station, New Brunswick, NJ</td>
<td>STREAM students will see a real functioning greenhouse which will be beneficial to their STREAM greenhouse project.</td>
<td>Vivian Petrakakos</td>
<td>3/19/15 (after school)</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CES</td>
<td>Rutgers Geology Museum New Brunswick, NJ</td>
<td>3rd Grade students will visit Geology Museum to enhance the study of geology and earth science.</td>
<td>Melissa Fiore Theresa Yakovenko Amy Artman Jackie Salit</td>
<td>4/22/15 morning</td>
<td>45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CES</td>
<td>Same as above.</td>
<td>Same as above.</td>
<td>Michelle Bethe Kathleen Roder Danielle Weitzner Kathy DeNicola Josephine Czochanski</td>
<td>4/22/15 afternoon</td>
<td>45</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CES</td>
<td>Same as above.</td>
<td>Same as above.</td>
<td>Kara Wong Francesca Hunt</td>
<td>4/23/15 morning</td>
<td>46</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CES</td>
<td>Same as above.</td>
<td>Same as above.</td>
<td>Nicole Valera Melissa Gubernat Cathy Piegaro Meghan O'Connor</td>
<td>4/23/15 afternoon</td>
<td>22</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>