

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, JUNE 22, 2021**

**MEETING MINUTES  
of the Metuchen Board of Education**

Metuchen High School  
400 Grove Avenue  
Metuchen, NJ 08840

**1. Call to Order**

**2. Flag Salute**

**3. 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 Criterion Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

**4. Roll Call**

Mr. Benderly	A	Ms. Killean	P
Ms. Cook	P	Mr. Lifton	P
Mr. Derflinger	A	Mr. Manley	P
Mr. Glassberg	P	Mr. Suss	P
Dr. Johnson-Marcus	P		

**5. Showcase of Success**

- ❖ Spring Sports Champions

Congratulations to:

**The Boys Spring Golf Team**

GMC Red Division Champions, GMC Champions and Central Jersey group 1 Sectional Champions

Jakob Krombholz	Nicolas Malamug	Joshua Blom	Matthew DeCerbo
Kyle Blom	Graeme Schnarre	Jacob Blom	JJ Wyetzner
Chris DeVizio	Tristan Leto	Nicolas Van Leeuwen	

**The Girls Spring Track and Field Team**

- 4X800 Meter Relay Champions (Caroline Schleif, Maggie Rivera, Sara Lignell and Molly Malague)
- Caroline Schleif 1600 Meters, GMC Champion
- Caroline Schleif 800 Meters, State Sectional Champion
- Molly Malague 3200 Meters, GMC Champion
- Lilia Ould-Hammou, GMC Discus Champion

**The Boys Spring Track and Field Team**

- 4X800 Meter Relay State Sectional Champions (Brandon Sinclair, Josh Byrne, Nico Hilago, James Santus)
- 4X400 Meter Relay State Sectional Champions (Matthew Brown, Dean Serio, Brandon Sinclair, Arvin Manivannan)

**High School Softball Team**

GMC Blue Division Champions

Abigail Kozo	Brianna De La Fuente	Leslie Flaherty	Mia Szap
Annika Fricke	Noelle Leaf	Caitlin O’Leary	Skyler Pearsall
Carly Pichalski	Nicole Trolaro	Deanna Kochy	Mary McGrath
Kylie Flaherty			

**Edgar Middle School  
Undefeated Softball Team**

8<sup>th</sup> Grade

Ava Barasch	Hannah Mindler	Eva Szap	Madison DeFrancisco
Kylie Trolaro	Natalie Kandel	Anna Ziccardi	

7<sup>th</sup> Grade

Kathryn Morano	Alicia Montalbano	Mallory Giegerich	Kaitlyn Dougherty
Adrianna Siedenburger	Olivia Miller		

Mr. Cohen read the sports champs and congratulated them. Mr. Suss emphasized that Molly Malague was 5<sup>th</sup> in the entire state of NJ.

**6. Meeting Open to the Public** *(for any topic)*

- None

**7. Presentations**

- None

**8. Reports**

- ❖ President’s Report -Mr. Glassberg gave report.
- ❖ Superintendent’s Report -Dr. Caputo was absent and there was no report.
- ❖ Business Administrator/Board Secretary’s Report -None
- ❖ Committee Reports

Dr. Johnson Marcus gave a report on Human Relations Committee. Mr. Glassberg commented on the success of the Juneteenth event. Mr. Lifton gave a report on the Facilities Committee. Mr. Suss gave a report on the Extra-Curricular and Athletics Committee. Ms. Killean gave a report on the Curriculum Committee.

**9. Old Business**

- None

**10. New Business**

- None

**11. Approval of Minutes of the Board of Education Meetings**

Move to approve the minutes of the following meetings:

June 08, 2021	Special Business Meeting (1)
June 08, 2021	Special Executive Meeting (2)
June 08, 2021	Board Meeting

Mr. Glassberg motioned. Mr. Manley seconded. Motion carried 7-0-0.

**12. Meeting Open to the Public** *(for any topic)*

**13. Recommendations of the Superintendent of Schools**

*(at this time the Board will take formal action on the following items – see attachments)*

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, is it placed on the agenda for action at a public meeting.

**A. PERSONNEL**

**Motion/Second/Comments/Roll Call**

**1. Reappointment – Tenured Administrators**

Move to approve the reappointment of the following tenured Central Office Administrators for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
Michael Harvier	Business Administrator / Board Secretary	\$182,200
Richard Cohen	Assistant Superintendent/Principal	\$167,380

**2. Reappointment of Supervisor of Buildings and Grounds**

Move to approve the reappointment of Brian Shanley as Supervisor of Buildings and Grounds for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at an annual salary of \$112,924.

**3. Reappointment - Technology Staff**

Move to approve the reappointment of the following as technology staff for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
Christopher Thumann	District Technology Coordinator	\$113,524
Jeffrey Ruhnke	Network Administrator	\$82,880
Marcos Elias-Ortiz	Help Desk Manager	\$62,160
Andres Elias-Ortiz	Help Desk Technician	\$43,512

**4. Reappointment - Central Office Staff**

Move to approve the reappointment of the following central office support staff for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Superintendent's Office</b>		
<b>Name</b>	<b>Position</b>	<b>Salary</b>
Carolyn Taylor	Personnel Coordinator	\$63,196
Jennifer Alijewicz	Administrative Assistant to the Superintendent	\$52,836
<b>Special Services</b>		
Adora Jones	Confidential Secretary	\$48,098
Adele Rackley	Part-time Secretary (½ time @ EMS and ½ time Sp. Svcs.)	\$26,809
Katherine Eosso	Part-time Secretary (½ time @ CES and ½ time Sp. Svcs)	\$23,046

**5. Reappointment – Business Office Support Staff**

Move to approve the reappointment of the following business office support staff for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Business Office</b>		
<b>Name</b>	<b>Position</b>	<b>Salary</b>
Debbie Finden	Administrative Assistant to the Business Administrator/Board Secretary	\$63,805
Sheila Donohue	Payroll Coordinator	\$75,886
Tracey Orcutt	Accounts Payable Coordinator	\$68,316
Marissa Plancher	Transportation Coordinator	\$59,031
Maryanne Vitagliano	Business/Benefits/Facilities	\$47,656
William Ortman	Safety Coordinator (10 month position)	\$64,398

**6. Reappointment – School Secretaries**

Move to approve the reappointment of the following school secretaries for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Metuchen High School</b>	
<b>Name</b>	<b>Salary</b>
Kathy Mallory	\$54,759
Mary Miranowic	\$54,759
Charlene Nicholls	\$54,759
Teresa Coleman	\$47,271
Maureen Azzara (part-time 10 months)**	\$24,731
<b>Edgar Middle School</b>	
Allison Sullivan	\$46,093
Jo Ann Rice	\$54,759
Adele Rackley (½ time @ EMS & ½ time Sp. Svcs)**	\$26,809
<b>Campbell Elementary School</b>	
Laura Chiusano	\$51,278
Pamela Hatzelhoffer	\$46,093
Katherine Eosso (½ time @ CES and ½ time Sp. Svcs)**	\$23,047
<b>Moss School</b>	
Patricia Hallas	\$47,271

\*\*Part-time secretaries may be used as substitute secretaries at their hourly rate.

**7. Appointment – Custodial/Maintenance Staff**

Move to approve the appointment of the following custodial staff for the 2021-2022 school year effective July 1, 2021 through June 30, 2022 at the annual salary as follows:

<b>Name</b>	<b>Salary</b>
Alijewicz, Jonathan	\$45,391
Almeida, Jose	\$37,542
Arvizu, Veronica	\$40,391
Asiain, Lorenzo (Head Night Custodian)	\$44,941
Butler, Paula (Head Day Custodian)	\$72,622
Colegrove, Darren (Head Groundsperson)	\$45,930
Comtess, Chris	\$45,391
Cooper, Mark (Head Night Custodian)	\$46,211
Heline, Bruce (Head Custodian)	\$72,622
Horincewich, David	\$54,467

Jean Gilles, Jean Robert	\$50,240
Jean Gilles, Magdelene	\$40,542
Jerscheid, Paxton	\$49,391
Lesniak, Chad (Head Custodian)	\$52,961
Luna, Juan	\$41,391
Morales, Raul	\$38,891
Moreno, Angela (Head Custodian)	\$44,461
Nunez, Marisol	\$40,391
Ramos, Carlos (Head Night Custodian)	\$51,441
Reyes, Horacio	\$42,641
Rojas-Aguilar, Armando	\$37,542
Rojas-Aguilar, Luis	\$37,542
Saccente, Elizabeth	\$40,891
Uhrlass, Mulyanti	\$50,816
Weir, William	\$55,316

**8. Appointment – Substitute Custodians**

Move to approve the appointment of the following as substitute custodians for the 2021-2022 school year:

<b>Name</b>	<b>Hourly Rate</b>
Thomas Bilgrav	\$15.00
Miguel Gonzalez	\$15.00
Robert Dallas	\$15.00
Fernando Valencia-Labastick	\$15.00

**9. Reappointment – Bus Drivers/Substitutes/Part-time Bus Drivers**

Move to approve the reappointment of the following as bus drivers for the 2021-2022 school year:

<b>Name</b>	<b>Position</b>	<b>Hourly Rate</b>
Anna Szwast	Driver	\$27.59
Marian Szwast	Driver	\$25.65
Angelina Delgado	Driver	\$25.02
Kenneth Ritter	Driver	\$25.02
Ed Wetzal	Driver	\$24.38
Denise Newcomen	Driver	\$23.07
Jean Jean-Gilles	Substitute Driver	\$24.15

**10. Reappointment - Bus Aides**

Move to approve the reappointment of the following as bus aides for the 2021-2022 school year:

<b>Name</b>	<b>Hourly Rate</b>
Gail Bailey	\$15.73
Aureli Ramos	\$14.86
Linda Rhodes	\$25.45

**11. Reappointment – Substitute Caller**

Move to approve the reappointment of Judy Kurabinski as substitute caller (substitute teacher coverage coordinator) for the 2021-2022 school year effective September 1, 2021 at an annual salary of \$18,516.

**12. Reappointment – Paraprofessionals**

Move to approve the reappointment of the following paraprofessionals for the 2021-2022 school year as shown:

<b>Name</b>	<b>Hired</b>	<b>21-22 Assignment</b>	<b>21-22 Total Salary</b>
Amend, Lisa	09/01/05	Moss	\$ 24,279
Ames, Alan	09/01/11	Edgar	\$ 23,149
Aquadro, Kathy	09/01/97	Campbell	\$ 27,186
Aswani, Sonia	01/02/19	MHS	\$ 21,464
Badwan, Jenan	09/01/20	Campbell	\$ 21,785
Baiod, Leila	09/01/20	Campbell	\$ 21,785
Bakshi, Anurima	08/28/19	Campbell	\$ 21,785
Clark, Margie	08/28/19	Edgar	\$ 21,785
Class, Raquel	10/01/16	Campbell	\$ 23,149
Colavito, William	10/07/14	Edgar	\$ 23,149
Dalfonsi, Tracy	02/07/05	Edgar	\$ 24,571
DeCerbo, Debbie	02/01/14	Campbell	\$ 23,149
Dellasala, Ann	01/30/17	MHS	\$ 22,457
DeMaio, Briana	03/15/21	Edgar	\$ 21,785
DiMeglio, Joseph	09/01/14	MHS	\$ 22,457
Duggan, Michelle	09/01/20	MHS	\$ 21,464
Ettore, Christina	11/16/20	Campbell	\$ 21,785
Fisher, Roseanne	09/01/10	Edgar	\$ 23,149
Flynn, Rene	09/16/16	Edgar	\$ 23,149
Gaudet, Denise	09/01/02	Campbell	\$ 24,229
Gaven, Jan	09/01/15	Edgar	\$ 23,149
Gold, Debbie	09/01/98	Edgar	\$ 27,186
Hines, Coleen	01/25/17	MHS	\$ 22,457
Hoffman, Judy	02/27/08	Edgar	\$ 23,490
Huber, Tina	08/29/18	Moss	\$ 23,206
Karthik, Gayathri	09/09/20	Moss	\$ 23,206
Khan, Farhana	09/01/15	Moss	\$ 24,279
Kovacs, Jessica	02/29/16	Moss	\$ 24,279
Lacaskey, Christine	08/30/17	Campbell	\$ 22,467
Latta, William	10/06/08	MHS	\$ 26,373
Leitner, Jordan	01/04/17	MHS	\$ 22,457
Lesniak, Jennifer	10/05/15	Edgar	\$ 23,149
Linthurst, Elizabeth	10/19/15	Campbell	\$ 23,149
Malone, Pamela	08/30/17	Moss	\$ 23,564
McDuffie Jr, William	10/19/16	MHS	\$ 22,457
Molfetto, Michael	08/08/18	MHS	\$ 21,464
Oliver, Debbie	9/1/1992	EMS/MHS Library	\$ 27,186

Omarzai, Farhana	4/23/2013	Edgar	\$ 23,149
Paulmenn, Mary Jo	10/30/03	Edgar	\$ 23,888
Pearsall, Kathy	12/16/15	Edgar	\$ 23,149
Polye, MaryEllen	08/28/19	Campbell	\$ 21,785
Rizwan, Saadia	02/12/20	Campbell	\$ 21,785
Schutz, Michelle	08/28/19	MHS	\$ 21,133
Serratelli, Hope	09/21/05	Campbell	\$ 27,186
Silverman, Rhonda	08/29/18	MHS	\$ 21,464
Spadavecchia, Angela	01/25/21	Moss	\$ 22,848
Tay, Tara	12/10/14	Campbell	\$ 23,149
Toth, Laurie	10/18/17	Campbell	\$ 22,467
Vissichelli, Kelly	12/07/16	Campbell	\$ 23,149
Zelley, Gail	10/01/16	Campbell	\$ 23,149

### 13. Metuchen High School Summer Institute Stipends

Move to approve the following teachers for additional guidance and support to students preparing for college admissions, the application process and algebra courses; as well as for pre-advanced placement instruction:

Class	Teacher (s)	Stipend 2021	Per	Proposed Sessions
Writing the College Essay	Adam Levy (2 sessions) Eileen Wagenblast (2 sessions)	\$ 1,000.00	Session	4
SAT Prep Math	Jonathan Stevens	\$ 1,500.00	Session	1
SAT Prep English	Jane Harmon	\$ 1,500.00	Session	1
Common App	Elizabeth DeMott	\$72.36	Per Hour	1.0 hour
Algebra I Prep	Janis Lewandowski	\$89.39	Per Hour	10 hours
Algebra I Prep	Sherry Lifson	\$88.39	Per Hour	10 hours
Algebra II Prep	Janis Lewandowski	\$89.39	Per Hour	10 hours
Algebra II Prep	Sherry Lifson	\$88.39	Per Hour	10 hours
Geometry Prep	Sherry Lifson	\$88.39	Per Hour	10 hours
AP Calculus AB/BC	Jonathan Stevens	\$1,000.00	Session	1
AP Stats	Jim Thomas	\$ 1,000.00	Session	1
AP Language & Composition	Eileen Wagenblast	\$ 1,000.00	Session	1
AP Literature & Composition	Adam Levy	\$1,000.00	Session	1
AP US History Part 1	Chris Giddes	\$ 1,000.00	Session	1
AP US History Part 2	William Schlavis	\$ 1,000.00	Session	2
AP Physics I	Joe Keagle	\$ 1,000.00	Session	1
AP Chemistry	Jingjing Wang	\$1,000.00	Session	1



**14. Reappointment – Substitute Secretaries**

Move to approve the reappointment of the following substitute secretaries for the 2021-2022 school year:

<b>Name</b>	<b>Hourly Rate</b>
Andrea DeVizio	\$14.38
Sandra Spinelli	\$14.38
Amy Jeney	\$14.38

**15. Appointment – McKinney-Vento Liaison**

Move to approve William Ortman as McKinney-Vento homeless liaison for the 2021-2022 school year, contingent on the completion of credential training.

**16. Summer Work – District Safety Coordinator**

Move to approve William Ortman, District Safety Coordinator, for summer work, district wide:

<b>District Safety Coordinator</b>	<b># Days</b>	<b>Rate</b>
William Ortman	10	\$ 348.10 per diem

**17. Resignation – Certificated Staff**

Move to accept the resignation of Lauren Volosin, MHS English Teacher, effective June 30, 2021.

**18. Resignation – Certificated Staff**

Move to accept the resignation of Nicholas Romanek, MHS Special Education Teacher, effective June 30, 2021.

**19. Appointment – 2021-2022 ESSER II Fund (CRRSA Act) Tutoring Teachers**

Move to approve the following 2021 ESSER II Fund (CRRSA Act) Summer Virtual Tutoring teachers at the rate of \$47/hr, plus an additional .5 preparation time for each hour of student contact time:

Tara Pata
Jackie Salit
Erin Santasieri
Audra Smith

**20. Appointment – Supervisor**

Move to approve the appointment of Deneane Bonassisa, Supervisor of Special Education, for the 2021-2022 school year, at a salary of \$115,000/year, 12-month position, effective July 1, 2021.

**21. Appointment – Certificated Staff**

Move to approve the appointment of Samantha Green, Science Teacher at Metuchen High School, for the 2021-2022 school year, at a salary of \$89,775, Step 3-M, effective September 2, 2021.

**22. Resignation – Certificated Staff**

Move to accept the resignation of Estefhania Egan, MHS Spanish Teacher, effective June 30, 2021.

**23. Maternity Leave of Absence Extension**

Move to extend the maternity leave of absence of Emily Mertz Tzetzos, Edgar School Teacher, through October 22, 2021 (Agenda 11/24/20, Section 13 A8).

**24. Student Teacher**

Move to approve the following 2021-2022 Student Teacher in our schools:

<b>Name</b>	<b>School</b>	<b>Semester</b>
Gabriella Camiolo, Rutgers Mason Gross School of the Arts	EMS/MHS Music	Spring

**25. IDEA Grant – FDU Orton Gillingham Teacher Practicum – Rescission and Approval**

Move to rescind and approve the following teacher to coordinate the FDU Orton Gillingham Teacher Practicum as part of the IDEA Grant (Agenda 8/25/20, Section 13 B9).

<b>Name</b>	<b>Hourly Rate</b>	<b>Not to Exceed</b>
Rescind Lindsey Omark	\$45/hr	\$4,050
Approve Lindsey Omark	\$46/hr	\$4,140

**26. Maternity Leave of Absence Extension**

Move to extend the maternity leave of absence of Lauren Campbell, Edgar School Guidance Counselor, through January 17, 2022 (Agenda 10/13/20, Section 13 A22).

**27. Coaches – Metuchen High School and Edgar Middle School Fall 2021**

Move to approve the following Metuchen High School and Edgar Middle School coaches for the fall 2021 school sports season as shown on the attached list.

**28. Coaches – Metuchen High School and Edgar Middle School Winter 2021-2022**

Move to approve the following Metuchen High School and Edgar Middle School coaches for the winter 2021-2022 school sports season as shown on the attached list.

**29. Coaches – Metuchen High School and Edgar Middle School Summer 2022**

Move to approve the following Metuchen High School and Edgar Middle School coaches for the summer 2022 school sports season as shown on the attached list.

**30. Appointment – Certificated Staff**

Move to approve the appointment of Patricia Lewis, Metuchen School District Learning Disabilities Teacher Consultant, for the 2021-2022 school year, at a salary of \$82,238, Step 4-K, effective September 2, 2021.

Mr. Glassberg motioned. Ms. Cook seconded. Motioned carried 7-0-0.

-----**end of personnel section**-----

**B. FINANCE**

**Motion/Second/Comments/Roll Call**

**1. Treasurer of School Monies and Board Secretary’s Reports**

Move to approve the Treasurer of School Monies’ Report, and Board Secretary’s Report as of April 30, 2021.

**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 June 22, 2021 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 of Education and filed in the Business Office.

**3. Budget Transfers**

Move to approve budget transfers effective April 30, 2021.

**4. Facilities Use Agreement with YMCA**

Move to approve the Facilities Use Agreement with YMCA of Metuchen, Edison, Woodbridge and South Amboy, effective September 1, 2021 through June 30, 2022 at the rate of \$1,900/month.

**5. Appointment – Treasurer of School Monies**

Move to approve the appointment of Rebecca Cuthbert as Treasurer of School Monies for the 2021-2022 school year at a rate of \$5,408/year.

**6. Appointment – Architects of Record**

Move to approve the appointment of EI Associates as Architects of Record for the 2021-2022 school year.

**7. Appointment – Board Attorney**

Move that the Board of Education (Board) approve the appointment of David Rubin, P.C. (Firm) as General Counsel and approve the Firm for the period of July 1, 2021 – June 30, 2022. The Board will pay the Firm an hourly rate of \$185/hr.

**8. Appointment – Board Attorney**

Move that the Board of Education (Board) approve the appointment of The Machado Law Group (Firm) as Special Education Counsel and approve the Firm for the period of July 1, 2021 – June 30, 2022. The Board will pay the Firm an hourly rate of \$150/hr.

**9. Appointment –Board Attorney**

Move that the Board of Education (Board) approve the appointment of Scarinci Hollenbeck, LLC for the construction and procurement and approve the Firm for the period of July 1, 2021 – June 30, 2022. The Board will pay the Firm \$165/hr for partners and counsel, \$155/hr for associates and \$100.00 an hour for clerks and paralegals.

**10. Appointment – Bond Attorney**

Move that the Board of Education (Board) approve the appointment of McManimon, Scotland & Baumann (Firm) as Bond Counsel and approve the Firm for the period from July 1, 2021 – June 30, 2022. The Board will pay the firm an hourly rate of \$215/hr.

**11. Establishment of Petty Cash Funds for the 2021-2022 School Year**

Pursuant to N.J.S.A. 18A:19-3 move to approve the establishment of petty cash funds as of July 1, 2021. The individuals responsible for proper disposition of the indicated fund amounts are as follows:

Caputo, Vincent	Superintendent	\$200.00
Harvier, Michael	Business Administrator/ Board Secretary	\$200.00
Cohen, Richard	Assistant Superintendent	\$100.00
Herzog, Tania	Director of Special Services	\$100.00
Peragallo, Bruce	Principal, Metuchen High School	\$100.00

Azevedo, Suzy	Principal, Edgar Middle School	\$100.00
Porowski, Edward	Principal, Campbell Elementary School	\$100.00
Cohen, Richard	Principal, Moss School	\$100.00
Shanley, Brian	Supervisor of Buildings and Grounds	\$100.00

**12. Tax Shelter Annuity Companies**

Move to approve PlanConnect as the third party administrator for the following Tax Shelter Annuity Companies for the Metuchen School District for the 2021 - 2022 school year.

- a) 403b & 457: Valic and Axa Equitable
- b) 403b: USAA, Vanguard, and MetLife.

**13. Maximum Chart of Accounts**

Move to approve the 2021-2022 Uniform Minimum Chart of Accounts for New Jersey Public Schools.

**14. Appointment – Insurance Broker of Record**

Move to approve the appointment of The Schenck Agency as the Metuchen School District’s Insurance Brokers of Record for the 2021-2022 school year, for the purpose of providing necessary services including the solicitation of competitive insurance rates, provision of advice regarding coverage maintained by the Board and responding to both the general and specific coverage questions. Awarded as an Extraordinary Unspecifiable Service.

**15. Appointment – School Physician**

Move to approve the appointment of Kevin Lukenda, MD, as district school physician for the 2021-2022 school year at the rate of \$21,864/year.

**16. Appointment – Auditor**

Move to appoint Suplee, Clooney and Company as auditor for the 2021-2022 school year at a rate of \$41,310.

**17. Appointment of Representatives Requesting Federal and State Funds**

Motion to adopt the following resolution:

**RESOLVED** that Vincent Caputo, Superintendent of Schools, Michael Havier, Board Secretary/ Business Administrator of the Metuchen Board of Education, Richard Cohen, Assistant Superintendent, and Tania Herzog, Director of Special Services or their designees, be designated as the Board’s agents to request state and federal funds under the existing State and Federal Laws for the 2021-2022 school year.

**18. Approval of Officer of Bidding, Purchasing and Sale of Property**

Motion to adopt the following resolution:

**RESOLVED** that Michael Harvier, Board Secretary/Business Administrator be designated and empowered as the Board of Education’s Purchasing Agent as set forth in the N.J.S.A. 18A:18A-2-2, 18A:18A-7, 18A:18A-37, including authorization to:

1. advertise for and receive bids;
2. act as the Board’s Purchasing Agent for both sale of property and purchase contracts up the statutory limit and for emergency purchase contracts; and
3. purchase through state, county and other local contracts wherever practical and in the best interest of the Board of Education for the period from this date to the Board Organization Meeting in the next calendar year.

**19. Resolution**

**RESOLUTION APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION OR OTHER ENTITY SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18a-1 et seq.**

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for the qualifying as a Qualifying Purchasing Agent; and

**WHEREAS**, Michael Harvier possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

**RESOLVED**, that the governing body hereby appoints Michael Harvier as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific duties of a purchasing agent authority, responsibility, and accountability of the purchasing activity of the Board of Education, and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.A.C. 5:34-5.2 THE Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael Harvier’s certification to the Director of the Division of Local Government Services.

**20. RESERVE ACCOUNTS**

**WHEREAS**, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit Board of Education to establish and/or deposit into certain reserve accounts at the end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Metuchen Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into the Capital Reserve Fund in the amount not to exceed \$900,000 and Maintenance reserve in an amount not to exceed 400,000.

**NOW THEREFORE BE IT RESOLVED**, by the Metuchen Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

**21. Appointment - Clinical, Therapeutic, Counseling and Behavioral Services**

Move to approve the appointment of the following to provide clinical, therapeutic, counseling and behavioral services for the 2021-2022 school year:

- Effective School Solutions- to provide Therapeutic Mental Health Services for an annual contract of \$371,510.
- Rutgers UBHC- to provide Therapeutic Mental Health Services for an annual contract of \$260,643.
- First Children Services to provide the following professional services:
  - Licensed Clinician \$80/hr
  - RBT \$60/hr
  - Behavior Technician \$55/hr
  - Paraprofessional \$30/hr
  - BCBA services \$105/hr
  - FBA \$1,500 per evaluation
  - Home Instruction \$75/hr
  - Safety Care Initial Training \$1,500
  - Safety Care Recertification \$1,000

**22. Appointment – Providers of Psychiatric Assessments/ Evaluations**

Move to approve the appointment of the following to provide psychiatric assessments/evaluations for the 2021-2022 school year:

- Dr. Steven Dyckman at the rate of \$1,000/evaluation
- Platt Psychological Associates at the rate of \$875/assessment (includes consult and report)
- Stress Care to conduct Psychiatric Assessments at \$300/assessment
- Dr. Rajeswari Muthaswamy for Psychiatric Evaluations at \$525/office evaluation and \$600/in-school evaluation
- Alexander Road Associates to provide evaluations at a rate of \$650/evaluation

**23. Appointment – Neurodevelopmental Specialists**

Move to approve the appointment of the following to perform specialized neurodevelopmental evaluations for the 2021-2022 school year:

- Dr. Lewis Milrod at the rate of \$600.00/evaluation
- St. Joseph’s Healthcare at the rate of \$450/evaluation
- Dr. Romana Kulikova at the rate of \$480 (in office) and \$600 (at school)/evaluation
- Dr. Kavita Sinha at the rate of \$450/evaluation
- Dr. Vanna Amorapanth at the rate of \$900/evaluation

**24. Appointment – Applied Behavior Analysis (ABA) Services**

Move to approve the appointment of the following for the 2021-2022 school year:

- Vanessa Beidide Zanetich for ABA services at \$90/hr
- Mandy Leonard of Leonard Behavioral Consulting Services, LLC for ABA services at \$90/hr
- Brett DiNovi & Associates as a provider of independent BCBA at a rate of \$135.00/hr, and Clinical Associates \$60.50/hr
- Behavior Therapy Associates at the rate of:

Dr. Steven Gordon \$320/hr

Dr. Michael Selbst \$300/hr

Dr. Debra Salzman \$300/hr

Dr. Rory Panter \$260/hr

Dr. Rebecca Schulman \$240/hr

Dr. Ashley Zultanky \$180/hr

Katherine Weiedemann, BCBA \$200/hr

- Douglas Outreach Services for \$175/ hr plus mileage for consultation and \$2,800 for Functional Behavioral Assessments.

**25. Appointment - Occupational/Physical Therapy/Speech Services**

Move to approve the appointment of the following for the 2021-2022 school year:

- Lori-Anne DiSerio as a Physical Therapist at the rate of \$88/hr; not to exceed \$75,000 annually
- Invo HealthCare Associates:  
\$79.56/hr OT and Speech Therapy- not to exceed \$259,000 annually  
\$300/evaluation for OT and Speech Evaluations
- Marlana Hamfeldt Loden to conduct Speech and Language Evaluations, as needed, at a rate of \$435/evaluation

**26. Kaleidoscope**

Move to approve Kaleidoscope Education Solutions to provide related services, as needed, at the following rates:

- Occupational Therapy Services- \$85/hr
- Speech Therapy Services- \$85/hr
- Occupational Therapy Evaluations- \$375/evaluation
- Speech Therapy Evaluations- \$400/ evaluation



**27. Appointment – Healthcare/Nursing Services**

Move to approve the appointment of the following for the 2021-2022 school year:

- Bayada Pediatric at the rate of:  
RN - \$60/hr  
LPN - \$55/hr
- Maxim Healthcare at a rate of:  
RN (1:1) \$54.59/hr  
LPN (1:1) \$51.50/hr  
Sub RN \$56.65/hr  
LPN Bus Ride up to 2 hrs \$110/bus ride
- Preferred Nursing:  
LPN (1:1) \$53/hr  
RN (1:1) \$58/hr

**28. Appointment – Hearing and Vision Services**

Move to approve the appointment of the following for the 2021-2022 school year:

- Summit Speech School  
Itinerant Teacher of the Deaf, In Services, Consultation services at the rate of \$165/hr  
Audiologist Consultation at the rate of \$200/hr
- NJ Specialized Child Study Team at the following rates:  
\$550 per individual
- NJ Commission for the Blind and Visually Impaired at the rate per level of impairment as follows:  
Level 1: \$2,200
- Speech & Hearing Associates LLC - Fee Schedule  
Central Auditory Processing Evaluation \$650  
Comprehensive Audiological Evaluation \$300  
Hearing Aid Evaluation \$450  
Speech-Language Evaluation \$650  
Bilingual Speech-Language Evaluation \$850  
Language Processing Evaluation \$950  
Speech-Language Therapy/session \$85 (30 min.), \$127.50 (45 min.), \$160 (1 hour)  
In-School Consultation (2 Hr. Minimum) \$175/hr
- JFK Hospital for:  
Audiological Evaluation at \$744/evaluation (ages 5+)  
Audiological Evaluation at \$795/evaluation (ages 4 and under)  
Central Auditory Processing Evaluation at \$1,368/evaluation

**29. Appointment- Assistive Technology and Augmentative and Alternative Evaluations, Consultations, and Training**

Move to approve the appointment of the following providers for the 2021-2022 school year:

- Melissa Donovan of Garden State AAC to provide professional services at the following rates:

- Augmentative and Alternative Communication Evaluations: \$150/hr
- Comprehensive AAC Evaluation Written Report: \$300
- Attendance at the follow-up IEP Meeting: \$140/hr
- Professional Development/Training: \$140/hr
- Written Implementation Plans: \$140/hr
- Technical Assistance: \$75/hr
- AAC Coaching: \$140/hr
- Integrated Speech Pathology, LLC for Speech Language and AAC consultations and training and evaluations ranging from \$130/hr or \$750/evaluation.
- Brian Friedlander, AssistiveTek, LLC to provide Assistive Technology-services at the following rates, as needed:
  - Assistive Technology Evaluation with report- \$1,400
  - Assistive Technology Consulting - \$200/hr
  - Assistive technology ½ day Training- \$750
  - Assistive technology full day Training- \$1,500
  - Travel- \$100/hr
- Adam Krass Consulting to provide Assistive Technology services at the following rates:
  - AT and AAC Evaluations up to \$1,300
  - AT services \$160/hr
  - AAC services \$210/hr
  - In Service Training \$650/ half day and \$1,200/ full day
- Besko Educational Consulting to provide professional services in the area of assistive technology at the following rates:
  - Assistive Technology Evaluation- \$899
  - On-site Consultation/Training- \$150/hr
  - Full Day Professional Development Workshop- \$800
  - Half Day Professional Development Workshop- \$400
  - Travel Fee (Over 30 Miles of Travel)- \$60
- Advancing Opportunities:
  - AT Evaluation- travel included \$999
  - AP Supp and Training- travel included \$155/hr
  - AAC Evaluation- travel included \$1320
  - ACC Supp and Training- travel included \$185/hr

**30. Appointment – Multidisciplinary Assessments, Consultation and Training**

Move to approve the appointment of the following independent assessment providers for the 2021-2022 school year:

- Supreme Consultants, LLC:
  - \$600/Mono-lingual evaluation
  - \$750/Bilingual evaluation
- Cross County Clinical
  - \$675/English evaluation
  - \$915/Bilingual evaluation
- Learning Tree Multicultural/Multilingual:
  - \$800/evaluations
  - \$750/Spanish evaluation
  - \$120 per page/ Written Translation

- Dr. Francie Matthews – Educational Evals including observations at: \$2,400/Educational Evaluation and \$1,500/Literacy evaluation
- Delta T- Group-  
Psychological evaluations -\$420  
Functional Behavioral Assessment- \$570
- Educational Services Commission of NJ for Evaluations:  
Evaluations: \$240  
Bilingual: \$400  
Social history- \$230
- New Jersey Pediatric Feeding Associates at the rate of \$750/ evaluations and \$175/hr for training.
- New Jersey Coalition for Inclusive Education for professional development and consultation services at a rate of:  
\$1600 full day -PD  
\$1000 half day -PD  
\$200 hour or \$1000 per day -Consultation
- Tomasso Educational Services to conduct Educational Evaluations, at a rate of \$550/ evaluation and \$75/hr for meeting.
- Brunswick Reading and Speech Center to conduct Educational Evaluations, as needed, at a rate of \$450/ evaluation.
- Beautiful Mind Psychology Services to provide Psychological Evaluations at the following rates:  
Monolingual Psychological Evaluation (English) \$300/evaluation  
Bilingual Psychological Evaluation (Polish) \$450/evaluation  
Polish translation (meetings) \$75

**31. Appointment – Home Instruction, Bedside Instruction, and Educational Services**

Move to approve the appointment of the following as providers of Home Instruction for the 2021-2022 school year:

- Brookfield Schools for Educational Services at the rate of \$45/hr
- Professional Education Services, Inc. at the rate of \$45/hr
- Silvergate Prep at the rate of \$55/hr
- UBHC – UMDNJ Home Instruction at the rate of \$65/hr
- Learn Well (Education Inc)- at the rate of \$54/hr plus 33% admin/prep time fee
- NJ Educational Services Commission Home Instruction at \$45/hr
- Educere LLC online home instruction
- Educere LLC online courses at the rate ranging from \$245 - \$1,250
- Open Book Educational Consulting Limited to provide reading intervention services at a rate of \$125/hr
- Educational Services of NJ for paraprofessional services, as needed.
- Teaching Strategies for early childhood individual preschool portfolios at \$12 per student.
- EBS to provide educational services to support students with IEPs as needed with a paraprofessional rate of \$28.85/hr, Speech/OT \$81.85/hr, PT \$85.85/hr, BCBA \$115.85/hr, RBT with BCBA Supervision \$59.85, School Nurse \$74.85

- Approve Bergen County Special Services to provide Home Instructions, as needed, at a rate of \$65/hr
- In partnership with First Children Services, Regional Enrichment and Learning Center (REAL) to provide Home Instruction at the rate of \$75/hr
- Jodi Reiner, Reiner Reading Consulting to provide Specialized Reading Services, \$110/hr for individual and \$150/hr as needed
- Reading Intervention Learning Consultants, Marilyn Lewis, to provide reading intervention services as needed, at a rate of \$100/hr
- Approve Lindsey Sheffrin, of LSCOGP – to provide specialized reading intervention services as needed, at a rate of \$110/hr
- Approve Jessica Fessock, to provide specialized reading intervention services as needed, at a rate of \$110/hr

**32. Appointment - Transition Services**

Move to approve the following transition services for the 2021-2022 school year:

- The Arc of NJ Project Hire to provide onsite vocational training and transitional services for the 2021-2022 school year at a rate of \$65/hr
- The Boggs Center on Developmental Disabilities for Job Coach Training at \$50 per person

**33. Duties of Director of Special Services**

Move to approve the following duties/positions for Director of Special Services for Dr. Tania Herzog, for the 2021-2022 school year:

- a. Residency Officer
- b. Truancy Officer

**34. Re-adoption of Nursing Services Plan**

Move to approve the re-adoption of the Nursing Services Plan for the 2021-2022 school year.

**35. Re-adoption of Standing Orders for School Nurses**

Move to approve the re-adoption of Standing Orders for School Nurses for the 2021-2022 school year.

**36. Residency Investigations**

Move to approve DPZ Professional Services to conduct Residency Investigations at a rate of \$50/hr.

**37. Out of District Student Placements – Extended School Year 2021**

Move to approve the following 2021 extended school year out of district student placements:

<b>Student ID#</b>	<b>Program/School</b>	<b>Tuition</b>
2020006	Piscataway Regional Day School	\$4,495.00
2024962	Center School	\$8,350.40
2029040	Center School	\$12,250.40
2020004	Douglass Developmental	\$22,217.64

002020015	First Children School	\$13,680.00
2019170	Eden Institute	\$21,572.01
2022011	Eden Institute	\$24,579.96
2022005	Eden Institute	\$20,974.28
2020017	Newmark School	\$3,900.00*
002025011	Calais School	\$11,807.40
2029130	The Laurel School	\$4,750.00*
2026127	Rock Brook School	\$10,554.30*
2029010	Rock Brook School	\$10,554.30*
002021121	Collier School	\$10,230.00
2029030	Rutgers Day	\$11,174.70*
002022034	CollierSchool	\$10,230.00
002025005	New Roads Somerset	\$10,107.60
002022238	The Windsor School	\$18,150.00

\*Indicates estimated tuition

**38. Parent Contract for Transportation**

Move to approve parent contract for transportation for the following students:

- student#: 002020015
- student#: 2020006
- student#: 2020004
- student#: 2029030

**39. Student Placement**

Move to approve the placement of student #2020610 at Burlington County Special Services School District at a rate of \$247.50 per diem from June 9, 2021 through June 21, 2021.

**40. ESY Bus Aides**

Move to approve the appointment of the following additional Bus Aides for ESY 2021 bus routes.

<b>Name</b>	<b>Hourly Rate</b>
Lisa Amend	\$20.36
Raquel Class	\$20.36
Ann DellaSalla	\$20.36
Michael Molfetto	\$19.46
Jessica Kovacs (substitute)	\$20.36
Pamela Malone (substitute)	\$19.76

**41. Resolution – Awarding District Wide Mechanical Upgrades**

WHEREAS, on June 17 2021, the Metuchen Board of Education (“Board”) held a public bid opening for the District Wide Mechanical Upgrades (“Project”); and

WHEREAS, the Board received two (2) bids at the public bid opening; and

WHEREAS, the lowest numerical bid was submitted by EACM Corp; and

WHEREAS, THE DAY AFTER THE BID OPENING, EACM Corp, ADVISED THE BOARD THAT IT MADE A CRITICAL ERROR IN THE CALCULATION OF ITS BID AND REQUESTED THAT ITS BID BE WITHDRAWN; AND

WHEREAS, DeSesa Engineering Co. Inc, SUBMITTED THE SECOND LOWEST NUMERICAL BID with a total bid of Two Million Four Hundred sixty six dollars (\$2,466,000.00), which amount consists of a base bid of Two Million Four Hundred sixteen Thousand Dollars (\$2,416,000.00), which amount includes a Fifty Thousand Dollar (\$50,000.00) General Allowance, and

WHEREAS, the Board has determined by DeSesa Engineering Co. Inc. to be the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, THAT THE ABOVE RECITALS ARE INCORPORATED HEREIN BY REFERENCE.

BE IT FURTHER RESOLVED, THAT THE BOARD HEREBY ACCEPTS EACM CORP’S REQUEST TO WITHDRAW ITS BID FOR THE PROJECT.

BE IT FURTHER RESOLVED, that in accordance with the provisions of N.J.S.A. 18A:18A-1, et seq., the Board hereby awards a contract for the Project to in the amount of Two Million Four Hundred sixty six dollars (\$2,466,000.00) to DeSesa Engineering Co. Inc., which amount consists of the base bid and ALL allowances.

BE IT FURTHER RESOLVED, that the Board authorizes the Business Administrator, working with the Board’s construction counsel and architect to prepare the contract for the project, forward same to DeSesa Engineering Co. Inc., and obtain all documents required thereby.

BE IT FURTHER RESOLVED, THAT UPON THE BOARD’S RECEIPT OF THE PARTIALLY EXECUTED CONTRACT, AS WELL AS THE BOARD’S APPROVAL OF DESESA ENGINEERING CO., INC.’S BONDS, INSURANCE CERTIFICATE AND OTHER CONTRACT DOCUMENTS, THE BUSINESS ADMINISTRATOR SHALL RETURN THE BID SECURITIES TO THE BIDDERS.

**42. Professional Development**

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

Start Date	End Date	Activity Title	Last Name, First Name	Building Name	Requested Expense Total	Approved Expenses	Payment Method	FPPI Proposal Number
6/15/2021	6/15/2021	LSVT LOUD Renewal	Sullivan, Casey	Central Office	50	50	FFPI	21-100
6/21/2021	6/23/2021	EQ by Design Summer Institute Virtual Training:	Kirschner, Brooke	Campbell School	375	375	Other	

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		Discipline. Redesigned.						
6/28/2021	6/30/2021	Wingman Train to Trainer	Logan, Karen	Edgar School	65.22	0	Other	
7/20/2021	7/23/2021	Code of Student Conduct Certificate Program	Evans, Neyda	Edgar School	400	0	Other	
8/3/2021	8/6/2021	Visualizing and Verbalizing	Coleman, Stephanie	MHS	750	0	FFPI	22-004
8/26/2021	8/30/2021	INTRODUCTION TO PROMPT	Sullivan, Casey	Central Office	499	499	FFPI	22-005
9/29/2021	10/1/2021	Council for Economic Education's 60th Financial Literacy & Economic Education Conference	Van de Castle, Karen	MHS	79	79	FFPI	

Mr. Manley motioned. Mr. Lifton seconded. Motion carried 7-0-0.

----- **end of finance section** -----

**C. POLICY**

**Motion/Second/Comments/Roll Call**

**1. American Rescue Plan (ARP ESSER III) Act Grant Application**

Move to approve the district’s Safe Return Plan.

Ms. Cook motioned. Ms. Killean seconded. Motion carried 7-0-0.

----- **end of policy section** -----

**D. CURRICULUM**

**Motion/Second/Comments/Roll Call**

**1. 2021 Curriculum Summer Writing**

Move to approve the following curriculum writing documents, writers and amounts for Summer 2021:

HS Woodworking	Ken Eigel	\$1,000
HS Engineering&Tech	Clarence Stone	\$1,000
HS Foods & Nutrition	Bonnie Stanski	\$1,000
HS Food Science	Bonnie Stanski	\$1,000
HS American Foods	Bonnie Stanski	\$500
HS International Foods	Bonnie Stanski	\$500
HS Digital Graphics 1	Clarence Stone	\$500

HS Digital Graphics 2	Clarence Stone	\$500
HS Drafting/CAD	Clarence Stone	\$1,000

**2. New Textbook**

Move to approve the textbook *AN INTRODUCTION TO AMERICA’S MUSIC* for the class course, Music in American History and Modern America.

Ms. Killean motioned. Ms. Cook seconded. Motion carried 7-0-0.

----- **end of curriculum section** -----

**14. Meeting Open to Public** *(for any topic)*

**15. Announcements**

Dr. Johnson- Marcus gave announcements.

**16. 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.

**17. Adjournment**

Mr. Glassberg adjourned. All in favor. Meeting ended at 8:23pm.