

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, MARCH 22, 2022

**MEETING AGENDA
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		Ms. Killean	
Ms. Cook		Mr. Lifton	
Mr. Derflinger		Dr. Spigner	
Mr. Glassberg		Mr. Suss	
Dr. Johnson-Marcus			

5. Showcase of Success

❖ MHS Spring Musical

The MHS Footlighters are proud to announce their spring production of the musical *Working*.

"Based on Studs Terkel's best-selling book of interviews with American workers, *Working* paints a vivid portrait of the workers that the world so often takes for granted.... Nominated for six Tony Awards, this classic has been updated for a modern age..." featuring new songs by Tony Award-winning Lin-Manuel Miranda (*Hamilton*, *Encanto*), as well as favorites by Stephen Schwartz (*Wicked*), and many more!

Metuchen High School Footlighters Senior Michele Tang will be singing "Cleaning Women" from our spring musical *Working*.

Performances:

Thursday April 7, Friday April 8, and Saturday April 9

7:00 pm - Metuchen High School Auditorium

Ticket Info will be posted on the Footlighters' website:

<https://www.mhsfootlighters.com/>

❖ Winter Sports Champions

Girls Winter Track Team
Central Jersey Group 1 State Champions
Group 1 State Champions

Marina Armour	Kaya Gredzinski	Sara Lignell
Merin Boucher	Sarah Hausser	Nelagh Matthews
Zoey Brown	Gianna Hernandez	Lilia Ould-Hammou
Rachel Chen	Sarah Hyman	Maggie Rivera
Aarohi Desai	Johanna Indyk	Caitlyn Sanger
Ameyaa Desai	Rebecca Isler	Caroline Schleif
Audrey Feng	Sally Kelton	Eva Szap
Alea Gnaly	Lilly Kupersmit	

1600 Meter and 3200 First Place Champion

Caroline Schleif

55 Meter Dash Sectional Champion

Nelagh Matthews

4x400 Relay Champions

Marina Armour	Zoey Brown	Caroline Schleif
	Sara Lignell	

Girls Winter Swim Team White Division Champions

Priya Aggarwal	Erin Eustace	Chloe Shen
MaryKate Cummings	Abby Hogan	Paxton Sullivan
Mia De Cerbo	Ryleigh Lamela	Dina Vechnyak
Jenna DeVizio	Swetangeli Patel	Anna Weissblum
Caitlin Edwards	Liliana Petro	Gina Yip
Victoria Espinosa	Gaby Sagona	Anya Zhang

Boys Winter Swim Team White Division Champions

Daniel Afkhami	Mason Liu	Thomas Piovoso
Mason Chavez	Jayden Londono	Jace Rivera
Chris DeVizio	Jason Ma	Steven Samame
Evan Djeu	Sam Mushailov	Eric Schleif
Elloitt Girin	Harrison O'Reilly	Tim Whittington
Cedric Lee	Devon Pell	Brandon Zhu

Wrestling District Champion 138 Weight Class

Francesco Rossiter

Girls Wrestling GMC Champion 152 Weight Class

Alex Osborn-Jones

EMS Winter Swim Team- Undefeated Season

Ella Andersen	Julien Dupuis	Chelsea Lu
Chiara Baldi	Kai Englert	Kathryn McMahan
Colin Chan	Julia Hajjar	Harshith Pasam
Ashley Chen	Callie Hanbridge	Ayaan Saha
Katie Chen	Emma Hogan	Oliver Sydor
Isabella Cosenza	Praket Jha	Manali Weller
Andreas Dascalu	Mira Karwowski	Janice Yip
Ben DeAngelis	Eloise Koscs	Jessie Zhang
Katy Donohue	Elizabeth Lau	

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

7. Presentations

- ❖ Budget Presentation, Line Item Budget, Tax Levy Analysis, Separate Proposal – Mr. Harvier

8. Reports

- ❖ President’s Report
- ❖ Superintendent's Report
- ❖ Committee Reports

9. Old Business

10. New Business

11. Approval of Minutes of the Board of Education Meetings

March 8, 2022	Special Business Meeting (1)
March 8, 2022	Special Business Meeting (2)
March 8, 2022	Board Meeting

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. Family Leave - Central Office Staff

Move to approve the family leave of absence of Jeff Ruhnke, Network Administrator, effective May 2, 2022 through June 20, 2022.

2. Appointment – Substitute

Move to approve the additional substitute teacher for the 2021-2022 school year, effective March 23, 2022 (Agenda 8/24/2021, Section 13 A5):

Substitute Teacher	Certification	Ray Rate
Pili Nunez	Sub with college degree	\$90/day

3. Appointment – Additional Substitute Secretary

Move to approve the appointment of the following additional substitute secretary for the 2021-2022 school year at a rate of \$14.38/hour, effective March 23, 2022, pending criminal background clearance (Agenda 8/24/2021, Section 13 A8):

Rosemary Orlandini

4. Appointment - Leave Replacement

Move to approve the appointment of Anne Marie Healey, Leave Replacement for Ellissa Cadel, Special Education Teacher at Campbell School, at a rate of \$278.38/day, effective March 8, 2022 through approximately April 28, 2022.

5. Appointment - Certificated Staff

Move to approve the appointment of Isabella Massaro, District Behaviorist, for the 2022-2023 school year, at a salary of \$84,590/year, effective September 1, 2022 through June 30, 2023.

-----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 January 31, 2022.

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 March 22, 2022 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 January 31, 2022.

4. Resolution – Food Service 2022-2023

**Metuchen Board of Education
Food Service 2022-2023
Management Fee Language**

Be it resolved that the Metuchen Board of Education “SFA” approves the renewal of the Food Service Management contract with The Pomptonian, Inc. “FSMC” for the food service operation for 2022-2023.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$25,270.00 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$2,527.00 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

5. Nonpublic Technology Aid

Move to approve the following nonpublic technology aid for the 2021-2022 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction:

School	Vendor	QTY	Item #	Description	Price	Total
St. Francis Cathedral School	CDW	1	2389385	Tripp Lite 6ft Low Profile VGA Coax Monitor Cable	\$9.29	\$9.29
		2	2888603	Brilliance Projector Lamp with Genuine OEM Bulb	\$103.83	\$207.66
		1	3069185	StarTech.com 4 Port USB 3.0 Hub SuperSpeed 5Gbps	\$27.12	\$27.12
		1	3909352	eReplacements ELPLP57-OEM, V13H010L57-OEM bulb	\$104.78	\$104.78
		1	1096481	Duracell CopperTop MN1500 battery - 4 x AA type	\$8.61	\$8.61
		1	5239511	Duracell CopperTop MN2400 battery - 4 x AAA	\$6.69	\$6.69
		2	4159001	eReplacements ELPLP61-OEM, V13H010L61 bulb	\$104.78	\$209.56
		1	6226720	Bluetooth Keyboard and Touchpad	\$71.63	\$71.63
		1	5537776	Lenovo 700 - speaker - for portable use - wireless	\$148.60	\$148.60
		1	2878094	StarTech.com 1m Black SuperSpeed USB 3.0 Extension	\$10.17	\$10.17
		1	5259452	Samsung PRO Endurance MB-MJ128GA	\$28.08	\$28.08
		3	4742547	Black Box 1 Meter Ultra Slim Line HDMI Cable, Male	\$11.01	\$33.03
		3	6066780	Total Micro Adapter, Dell Latitude 5420, 5520, 7520	\$41.16	\$123.48
		2	4127815	SanDisk Ultra Flair - USB flash drive - 64 GB	\$13.33	\$26.66
		1	2357125	StarTech.com 6 ft Slim 3.5mm Stereo Audio Cable - M M	\$4.22	\$4.22

		1	5652542	JBL Xtreme 2 - speaker - for portable use - wireless	\$447.72	\$447.72
		20	5562763	Gumdrop DropTech Series - notebook shell case	\$50.74	\$1,014.80
		1	2190605	CyberPower Intelligent PFC LCD CP1000PFCLCD	\$158.35	\$158.35
		20	5988499	Google Chrome Education Upgrade	\$32.50	\$650.00
		1	6266576	Kingston DataTraveler Kyson - 32 GB	\$7.61	\$7.61
		1	4824317	WD Blue 3D NAND SATA SSD WDS500G2B0A	\$68.58	\$68.58
		1	6729541	Microsoft Office Professional 2021 - license	\$397.60	\$397.60
		1	4871111	StarTech.com 0.5 m USB to USB C Cable - M M - USB 3.1	\$12.71	\$12.71
		1	6098697	Adobe Acrobat Pro 2020 - license	\$166.95	\$166.95
		1	SHIPPING	SHIPPING	\$11.77	\$11.77

School	Vendor	QTY	Item #	Description	Price	Total
Friends of the Family	Apple	3	MK2K3LL/A	10.2-Inch iPad WIFI 64GB Space Gray	\$299.00	\$897.00

6. Adoption of the 2022-2023 Tentative School Budget

WHEREAS, the Board of Education must adopt and submit a tentative 2022-2023 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 2022-2023 school district budget as follows:

	Appropriations	Local Tax Levy
Total General Fund	\$45,522,501	\$40,542,826
Total Special Revenue Fund	\$1,571,285	
Total Debt Service Fund	\$2,500,478	\$2,265,501

The supporting documentation of the budget included an itemization of certain expenditures required under administrative regulations. Maximum travel budget is established at \$75,000. Travel includes professional development that takes place outside the District.

7. Resolution Authorizing Submission of an additional spending proposal to the legally qualified voters of the school district at the annual school election

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY (with not less than a majority of the full membership of the Board concurring) AS FOLLOWS:

1. It is hereby determined that an additional spending proposal will be submitted for voter approval at the Annual School Election scheduled for November 8, 2022. The form of the proposal will read substantially as follows with such adjustments as provided by bond counsel in accordance with guidelines or requirements of the Department of Education:

PROPOSAL FOR ADDITIONAL FUNDS

RESOLVED that there shall be raised an additional \$800,000 for General Funds in the 2022-2023 School Year. These taxes will be used exclusively for additional costs required for the School District Grade Level Reconfiguration including Full Day Kindergarten, additional costs for salaries, benefits and/or other compensation or expense as required for teachers, specials, basic skills, special education, counselors, paraprofessionals and lunch room aids, curriculum, technology, facilities operating costs, utilities, transportation and related costs. Approval of these taxes will result in a permanent increase in the district's tax levy. These proposed additional expenditures are in addition to those necessary to achieve the New Jersey Student Learning Standards. This proposal will take effect only if the school bond proposal to finance the reconfiguration facilities improvements is also approved at this Annual Election.

2. This Board of Education hereby approves and adopts the proposal set forth above and, subject to the approval of the legal voters of the school district as set forth therein, hereby determines to carry out the purposes described therein.

3. The Business Administrator/Board Secretary is hereby authorized and directed to send a certified copy of the proposal to the County Clerk as required by N.J.S.A. 19:60-2 and to request the County Clerk to arrange for it to be voted on at the Annual School Election once approved as set forth herein.

4. The Business Administrator/Board Secretary is hereby further authorized and directed to send a certified copy of the proposal to the Executive County Superintendent of Schools for approval as required by N.J.S.A. 18A:7F-5(d) (9), 18A:7F-39 and N.J.A.C. 6A:23A-12.1.

5. The Board shall include a copy of the approved proposal as part of the legal notice of public hearing on the budget required pursuant to N.J.S.A. 18A:22-28, shall post it at the public hearing held on the budget pursuant to N.J.S.A. 18A:22-29 and shall request that the County Clerk have a copy printed on the sample ballot pursuant to N.J.S.A. 19:60-10 as may be necessary.

6. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, Bond Counsel and other appropriate representatives of the Board are hereby authorized to take all steps necessary to implement this resolution.

7. The reference to officers of the Board of Education herein includes any interim, acting or successor officer holding such position.

8. This resolution shall take effect immediately.

8. Medical and Prescription Insurance

Move to approve School Employees' Health Benefits Program (SEHBP) as the district's medical and prescription insurance carrier for the 2022-2023 school year.

4. Professional Development

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

Start Date	End Date	Activity Title	Name	Building	Approved	Payment	FFPI Proposal #
4/1/2022	4/3/2022	Learning and the Brain	Cohen, Richard	Central Office	\$290	Other	
4/2/2022	4/2/2022	NJASL Spring 2022 Virtual Mini-Conference	Derer, Barbara	Campbell	\$10	FFPI	22-098
4/25/2022	4/25/2022	Ethical and Legal Issues in Substance Abuse Counseling	Granados, Lisa	MHS	\$60	FFPI	22-101
4/28/2022	4/28/2022	ASCD/NJASCD Whole Child Conference	Dwyer, Rebecca	Edgar	\$99	FFPI	22-099
5/4/2022	5/6/2022	Kindergarten Transition Policy Symposium	Cohen, Richard	Central Office	\$387	Other	
5/4/2022	5/6/2022	Kindergarten Transition Policy Symposium	Costanza, Vincent	Campbell	\$237	Other	
5/12/2022	5/12/2022	LGBT Issues and the Law	Granados, Lisa	MHS	\$60	FFPI	22-100
5/26/2022	6/8/2022	Advanced Placement Annual AP Reading	Flores, Karin	MHS	\$0	No cost	
6/2/2022	6/2/2022	NJ Tesol Spring Conference	Park, Ellen	Edgar/MHS	\$248	FFPI	22-097
6/10/2022	6/16/2022	AP Reading	Wagenblast, Eileen	MHS	\$0	No cost	

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for March 7, 2022- March 18, 2022.

2. Second Reading of Policies and Regulations

Move to approve the second readings of the following policies and regulations:

- ❖ P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
- ❖ P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries
- ❖ P 2451 Adult High School
- ❖ R 2460.30 Additional/Compensatory Special Education and Related Services (New)
- ❖ P 2622 Student Assessment
- ❖ R 2622 Student Assessment (New)
- ❖ P 3233 Political Activities
- ❖ P 5460 High School Graduation
- ❖ P 5541 Anti-Hazing (New)
- ❖ P & R 8465 Bias Crimes and Bias-Related Acts
- ❖ P 9560 Administration of School Surveys

3. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported case:

- CES021822001

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

D. CURRICULUM

Motion/Second/Comments/Roll Call

1. Field Trips

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

School	Destination	Class/Group/ Purpose	Teachers/ Advisors	Date(s)	No. Of Students	Board Cost- Transportation	Board Cost- Subs.
EMS	Camp Mason	5 th Grade - Outdoor Education/ SEL Trip	Miller 5 th Grade Staff and Other EMS/CES Staff	4/4/ 2022	174	\$5,400 from School Budget	\$0
MHS	Majestic Bowling	9 th – 12 th Grade - Community Based Instruction: recreation in adult life, interaction with the community, procedures when ordering food.	Karger Dybas Valovcin Molfetto Schutz Dimeglio Leitner Desiree Nurse Delasalla Aswani	4/8/ 2022	11	\$90.00	\$90.00
MHS	Europe	10 th – 12 th Grade – Students will be touring Central Europe through EF Tours.	Vosinas Zaneto Girin Baird Hanbridge Stike Cathcart Kurtin Rubin	4/14/ 2022	60	\$2,290.00 Bus cost to students	\$450.00
EMS & MHS	Downtown Metuchen, Drop off/ Pick up at Metuchen Train Station	5 th Grade – 12 th Grade - Our students will gain experience visiting and shopping throughout places in our community.	Dybas Thomas Valovcin 8 Paraprofessionals 1 Nurse	4/29/ 2022	15	\$80.00	\$0
MOSS	What’s the Scoop	Kindergarten - Our students will learn to express ideas for activities and initiate discussions.	McKenna Peluso Iacona Khan Dulin DiSerio Mili O.	4/29/ 2022	5	\$40.00	\$90.00

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EMS	Somerset Patriots	6 th Grade - Our students will complete a packet before and after the game to focus on how baseball connects to Math, Science, Language Arts and Social Studies.	Bruno 6 th Grade Teachers Physical Education Teachers Nurse Paraprofessionals	5/3/2022	197	\$1,672.00 Bus Cost to Students	\$450.00
MOSS & CES	Merrill Park	Kindergarten – 4 th Grade - Learn community-based instruction to Merrill Park to generalize social emotional/behavioral goals, engaging socially with peers, awareness in the community, and communication goals.	Pauls DiSerio Visschelli Ettore Omarzai Small Bakshi Kobyachi Mckenna Peluso Iacona Khan Dulin Calantoni Mili O. Jeney	5/6/2022	22	\$50.00	\$0

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

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

15. 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