

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, JUNE 13, 2023**

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

**4. Roll Call**

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

**5. Showcase of Success**

❖ 2022-2023 Student Advisory Board Q&A

Derek Hall - 3rd Grade  
Alex Hermans - 4th Grade  
Ayomi Cole - 5th Grade  
Drew Chonka - 6th Grade  
Sama Samim - 7th Grade  
Eashaan Bhattacharyya - 8th Grade

Sydney Gordesky - 9th Grade  
Danny Galligan - 10th Grade  
Kyle Rutter - 11th Grade  
Maggie Rivera - 11th Grade  
Keira Dowd - 12th Grade  
Raghav Potdar - 12th Grade

❖ Sports Champions

**MHS Boys Golf Team**

**GMC Champions**  
**Sectional Champions**  
**State Champions**

Christopher Ahn  
Shawn Ahn  
Jacob Blom  
Aaron Grubman

Jakob Krombholz  
Luke Krombholz  
Jacob Leber

**MHS Girls Track and Field**

**GMC Champion**  
**1600m and 3200m**  
**Red Division Champion**  
**1600m**

Gianna Hernandez

**Red Division Champion**  
**400m**

Marina Armour

**Red Division Champion**  
**800m**

Maggie Rivera

**MHS Boys Track and Field**

**Red Division Champion**  
**3200m**

Alex Patelski

**6. Meeting Open to the Public** *(for any topic)* -None

**7. Presentations** -None

**8. Reports**

- ❖ President's Report -None
- ❖ Superintendent's Report - Dr. Caputo gave a short report.
- ❖ Committee Reports

Ms. Cook gave the Policy and Extracurricular/Athletics Committee reports.

Mr. Derflinger gave the Curriculum Committee report.

Dr. Johnson-Marcus gave a report on the Human Relations Commission and the Equity Committee.

Mr. Glassberg gave an update on the District Leadership team and the Construction Committee.

- ❖ Student Board Member Report - Ben Solasky gave his last report. Board Members gave their well wishes and congratulations.

**9. Old Business** - None

**10. New Business** - None

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

May 23, 2023	Special Business Meeting (1)
May 23, 2023	Special Business Meeting (2)
May 23, 2023	Board Meeting

Mr. Glassberg motioned. Dr. Spigner seconded. Motion carried 4-0-1. Mr. Derflinger abstained.

**12. Meeting Open to the Public** *(for any topic)* - None

**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 of Absence - Certificated Staff**

Move to approve the family leave of absence of John Flynn, Music Teacher at Campbell School and Metuchen High School, effective September 5, 2023 through approximately November 26, 2023.

**2. Medical Leave of Absence - Extension**

Move to approve the extension of the medical leave of absence of Jo-Ann Rice, Secretary at Edgar School, through approximately June 30, 2023 (Agenda 5/9/23, Section 13 A2).

**3. Appointment – Additional Event Staff**

Move to approve the following additional Event Staff for the 2022-2023 school year (Agenda 8/9/22, Section 13 A13):

Anais Ortega	Alexa Baird
Samantha Rubin	Ryan Clapp
Lindsay Nalepa	Marilyn Levine
William Latta	William Ortman

**4. Appointment – Re-Registration Support Staff**

Move to approve the following support staff to work the Re-Registration sessions for incoming 5th and 9th grade families, effective June 29, 2023 through approximately August 19, 2023, at their hourly rates, not to exceed 26 hours per support staff member.

Teri Coleman	Pam Hatzlhoffer
Kate Eosso	Carolyn Taylor
Patricia Hallas	

**5. Salary Adjustment – Certificated Staff**

Move to approve a change in base salary for Scott Delaney, Campbell School Teacher, from Step 1G, \$60,200/year, to Step 2G, \$61,705\*/year, as a result of his 30 additional credits (BA+30), effective July 1, 2023.

\*salary may be adjusted based on new MEA contract

**6. Clubs and Co-Curricular Activities - Revision**

Move to rescind the following co-curricular stipend for the 2022-2023 school year as listed (Agenda 8/23/22, Section 13 A14):

<b>Edgar School</b>		
<b>Advisor</b>	<b>Club</b>	<b>2022-2023 stipend</b>
<b>Rescind:</b> Linda Garfinkel	French Club	\$1,323

**7. Resignation - Paraprofessional**

Move to accept the resignation of Michael Small, Paraprofessional at Campbell School, effective June 30, 2023.

**8. Maternity Leave of Absence - Certificated Staff**

Move to approve the maternity leave of absence of Emily Peluso, Speech Therapist at Moss School, effective approximately October 10, 2023 through approximately June 30, 2024.

**9. Medical Leave of Absence - Extension**

Move to approve the extension of the medical leave of absence of Christine Lacaskey, Paraprofessional at Campbell School, through June 30, 2023 (Agenda 4/25/23, Section 13 A7).

**10. Resignation - Certificated Staff**

Move to accept the resignation of Nicole Kogan, Preschool Teacher at Moss School, effective August 10, 2023.

**11. Formal Mentor Teacher Assignments**

Move to approve the following additional formal mentor assignments for the 2022-2023 school year (Agenda 8/9/22, Section 13 A20):

<b>New Teacher</b>	<b>School</b>	<b>Mentors</b>	<b>Payment – Traditional Route \$550/year</b>
Shannon Desch	EMS	Deborah Brown Melanie Gilbert Lindsay Kaye Jennifer Muller	2 months @ \$68.75/month 1 month @ \$68.75/month 1 month @ \$68.75/month 1 month @ \$68.75/month

**12. Resignation - Certificated Staff**

Move to accept the resignation of Melanie Gilbert, PE/Health teacher at Edgar Middle

School, effective June 30, 2023.

**13. Appointment - Certificated Staff**

Move to approve the appointment of Jennifer Stranz, Math Teacher at Metuchen High School, for the 2023-2024 school year, at a salary of \$71,610, Step 3I\*, effective August 30, 2023 through June 30, 2024. (\*salary may be adjusted upon the settlement of the new contract).

**14. Reappointment - Tenured Teachers**

Move to approve the reappointment of the following as tenured teachers for the 2023-2024 school year, as shown on the attachment.

**15. Reappointment - Tenured Principals/Assistant Principals**

Move to approve the reappointment of the following tenured Principals/Assistant Principals for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024 at the annual salaries as follows:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
Edward Porowski	MHS Principal	\$163,170*
Brian Stike	MHS Assistant Principal	\$130,751*
Brooke Kirschner	CES Assistant Principal	\$134,902*
Suzy Azevedo	EMS Principal	\$141,482*
Neyda Evans	EMS Assistant Principal	\$130,383*

\*salary may be adjusted upon the settlement of the new contract

**16. Reappointment - Tenured Supervisors**

Move to approve the reappointment of the following tenured supervisors for the 2023-2024 school year, effective July 1, 2023 through June 30, 2024 at the annual salaries as follows:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
John Cathcart	Supervisor	\$161,088*
Kathleen Henn	Supervisor	\$131,176*

\*salary may be adjusted upon the settlement of the new contract

**17. Retirement - Supervisor**

Move to accept, with regret, the retirement of Kathleen Henn, Metuchen School District Supervisor, effective September 1, 2023.

**18. Coaches - Metuchen High School and Edgar Middle School Fall 2023**

Move to approve the following Metuchen High School and Edgar Middle School coaches for the Fall 2023 school sports season as shown on the attached list.

**19. Coaches - Metuchen High School and Edgar Middle School Winter 2023- 2024**

Move to approve the following Metuchen High School and Edgar Middle School coaches for the Winter 2023-2024 school sports season as shown on the attached list.

**20. Coaches - Metuchen High School and Edgar Middle School Spring 2024**

Move to approve the following Metuchen High School and Edgar Middle School coaches

for the Spring 2024 school sports season as shown on the attached list.

**21. MHS Weight Room Supervisors**

Move to approve the following as weight room supervisors for the 2023-2024 school year, effective July 1, 2023, at the rate of \$25\*/hour, as needed:

Nick Zaneto	Molly Yelencsics	Bob Ulmer	Marcus Farris**	Joseph Migacz**
Joe Keagle	Hannah Thomas**	James Cardillo**	Mike Knoth**	
Joelle Williams**	Jordan Leitner	Julie Youngman	Mark Mooney	

\*\*adjunct coach (not a member of district staff)

\*salary may be adjusted upon the settlement of the new contract

**22. Registered Behavioral Technician Training**

Approve Ben Hohmann and Donna McLaren to be paid at their hourly rates to complete Registered Behavioral Technician training, not to exceed 45 hours each.

**23. Instructional Stipends**

Move to approve the following teachers for an instructional stipend, prorated, for 1:1 IEP student work, effective March 27, 2023 through June 20, 2023.

Name	School	Assignment	2022-2023 Stipend
Aubree Deminski	MHS	1:1 IEP student work	\$7,724, prorated
Sarah Karger	MHS	1:1 IEP student work	\$7,724, prorated

**24. Appointment - Certificated Staff**

Move to approve the appointment of Nadia Salzer, Spanish Teacher at Campbell School, for the 2023-2024 school year, at a salary of \$55,000, Step 1C\*, effective August 30, 2023 through June 30, 2024. (\*salary may be adjusted upon the settlement of the new contract).

**25. Additional Appointments of the Zone Staff**

Move to approve the following additional Zone Staff for the 22-23 school year (Agenda 8/29/22, Section 13 A29):

**Mentors:**

Name	Hourly Rate
Savanna Rodriguez	\$15

Mr. Glassberg motioned. Mr. Derflinger seconded. Motion carried 5-0-0.

Dr. Caputo wished Kathleen Henn a happy and healthy retirement.

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

**B. FINANCE**

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

**1. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2022-2023 school year. These expenditures are required for the district to fulfill certain legal obligations under

Board Minutes - June 13, 2023

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	Open Systems Integrators Inc.	29	642 - Lenel S2 - LNL-R10330-05TB	BlueDiamond Mobile Ready: Mini-Mullion Reader	\$178.50	\$5,176.50
St. Francis Cathedral School	Open Systems Integrators Inc.	50	658 - Lenel S2 - LNL-EV22KPPDFOB	DESFire EV2 Keyfob 2K 13.56MHZ - pre-programmed w/diversified key for BlueDiamon readers	\$5.12	\$256.00
St. Francis Cathedral School	Open Systems Integrators Inc.	4	1702 - Lenel S2 - S2-MR52-s3	Reader Interface Module2 Readers 8 Inputs, 6 Outputs	\$591.12	\$2,364.48
St. Francis Cathedral School	Open Systems Integrators Inc.	2	503 - Lenel S2-LNL-OLS120ACTX P2	4.0 A Power Supply w/Enclosure (see attached)	\$381.60	\$763.20
St. Francis Cathedral School	Open Systems Integrators Inc.	2	504 - Lenel-LNL-MOM-5	Multi-output power supply interface	\$50.40	\$100.80
St. Francis Cathedral School	Open Systems Integrators Inc.	2	2519 - Bosch D126	12V, 7AH Battery	\$27.21	\$54.42
St. Francis Cathedral School	Open Systems Integrators Inc.	6	2170 - HES 9600-630	9600Series Surface Mnt Electric Strike No Monitoring	\$364.80	\$2,188.80
St. Francis Cathedral School	Open Systems Integrators Inc.	1	2382 - MM15	12/24VDC Electromechanical Magnalock	\$416.50	\$416.50
St. Francis Cathedral School	Open Systems Integrators Inc.	2	2386 - TS-14	Round Green Push Button "PUSH TO EXIT"	\$268.80	\$537.60
St. Francis Cathedral School	Open Systems Integrators Inc.	1	2729 - Bosch DS160	PIR Request to exit sensor w/sounder	\$80.56	\$80.56
St. Francis Cathedral School	Open Systems Integrators Inc.	2	2775 - ISN-CMENT-4418	Metal Door Contact	\$16.42	\$32.84
St. Francis Cathedral School	Ope Systems Integrators Inc.	1	5496 - Airphone JPS-4AEDV	JP Series Video Intercom Box Set	\$1,910.88	\$1,910.88
St. Francis Cathedral School	Open Systems Integrators Inc.	1	5486 - AirphoneJP-4HD	JP Series Video Intercom Sub Station	\$1,146.24	\$1,146.24
St. Francis Cathedral School	Open Systems Integrators Inc.	1	5490 - Airphone JP-DV	JP Series Video Intercom Door Station	\$312.48	\$312.48
St. Francis Cathedral School	Open Systems Integrators Inc.	1	5488 - Airphone JP-8Z	Distribution Adaptor	\$213.12	\$213.12
St. Francis Cathedral School	Open Systems Integrators Inc.	1	5594 - Airphone PS-242OUL	24V DC Power Supply	\$129.60	\$129.60

Board Minutes - June 13, 2023

School						
St. Francis Cathedral School	Open Systems Integrators Inc.	1	5599-RY-3DL	Door Release Adaptor	\$103.68	\$103.68
St. Francis Cathedral School	Open Systems Integrators Inc.	1	52650-Airphone 871802P10C	2 Conductor, 18AWG, Solid FEP insulated, Plenum Rated Wire, 1000"	\$768.96	\$768.96
St. Francis Cathedral School	Open Systems Integrators Inc.	3	7078 - AC251822B3PGN10	Access control cable plenum	\$1,651.48	\$4,954.44
St. Francis Cathedral School	Open Systems Integrators Inc.	1	7060 - 254245EZBK1000	Cat5e plenum cable	\$405.18	\$405.18
St. Francis Cathedral School	Open Systems Integrators Inc.	10	8372 - RAC192	Double gang electrical box	\$2.02	\$20.20
St. Francis Cathedral School	Open Systems Integrators Inc.	10	8377 - EMT075	¾ " EMT	\$151.58	\$1,515.80
St. Francis Cathedral School	Open Systems Integrators Inc.	2	8380 - FITTWCOCN075	¾" EMT Connector	\$0.58	\$1.16
St. Francis Cathedral School	Open Systems Integrators Inc.	5	8386 - FITTWST075	¾" EMT Strap	\$16.52	\$82.60
St. Francis Cathedral School	Open Systems Integrators Inc.	30	8340 - CADCAT32	J-Hook	\$7.74	\$232.20
St. Francis Cathedral School	Open Systems Integrators Inc.		Project Mgmt Labor	16 Hours	\$157.00	\$2,512.00
St. Francis Cathedral School	Open Systems Integrators Inc.		Network Engineering Labor	16 Hours	\$162.00	\$2,592.00
St. Francis Cathedral School	Open Systems Integrators Inc.		Foreman Electrician Install Labor	80 Hours	\$155.18	\$12,414.40
St. Francis Cathedral School	Open Systems Integrators Inc.		Journeyman Electric Install Labor	80 Hours	\$132.64	\$10,611.20
St. Francis Cathedral School	Open Systems Integrators Inc.		Field Technician Labor	8 Hours	\$152.00	\$1,216.00

**2. 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 #
6/5/	6/5/	Union Management	Robbins,	MHS	0	No cost	



Board Minutes - June 13, 2023

2023	2023	Collaboration	Evan				
6/5/2023	6/5/2023	Inter-District Meeting - June 5	Fitzgibbon, David	CES	0	No cost	
6/5/2023	6/5/2023	Rutgers Collaborative School Leadership Initiative - Inter District Meeting	Schlavis, William	MHS	0	No cost	
6/5/2023	6/19/2023	EDUC 6925.81 Early Literacy Intervention	Anderson, Julie	CES	\$850	Other	
6/26/2023	6/30/2023	The Educator Summit Summer 2023	Spring, Christina	CES	\$40	FFPI	23-145
7/3/2023	7/7/2023	Spanish Language for Teachers	Smith, Audra	EMS	\$757	FFPI	24-002
7/6/2023	7/6/2023	The Brain and Reading	Smith, Rebecca	CES	\$45	FFPI	24-009
7/10/2023	7/13/2023	Advanced Placement Institute: AP Physics I (Training)	Klee, Martin	MHS	\$1,275	Other	
7/10/2023	7/14/2023	Comprehensive Orton Gillingham Plus Virtual	Reyes, Adrianna	CES	\$1,500	Other	
7/24/2023	7/24/2023	Orton Gillingham Revisited	Smith, Rebecca	CES	\$45	FFPI	24-010
10/6/2023	10/6/2023	Muslims, Christians, and Jews: Interactions Past and Present	Blaze, Kerry	MHS	\$35	FFPI	24-003
11/17/2023	11/17/2023	Gender, Sexuality, and Colonialisms	Blaze, Kerry	MHS	\$35	FFPI	24-004
12/8/2023	12/8/2023	"The World of Henry VIII: Understanding the Tudors"	Blaze, Kerry	MHS	\$35	FFPI	24-005
3/1/2024	3/1/2024	"New Histories of the American Soldier during WWII"	Blaze, Kerry	MHS	\$35	FFPI	24-006
4/12/2024	4/12/2024	"The Historical Roots of Islamophobia"	Blaze, Kerry	MHS	\$35	FFPI	24-007
4/26/2024	4/26/2024	"The Other Italian Renaissance"	Blaze, Kerry	MHS	\$35	FFPI	24-008

**3. Reading and Writing Intervention**

Move to approve Judith Shapiro to provide professional development in reading and writing intervention at \$250/hour, IDEA grant funded.

Mr. Glassberg motioned. Dr. Spigner seconded. Motion carried 5-0-0.

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

**C. POLICY**

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

**1. Suspensions**

The Board hereby acknowledges receipt of the suspension report summary for May 22, 2023 - June 9, 2023.

**2. Harassment, Intimidation and Bullying**

Move to affirm the findings of the previously reported cases:

- METHS042123001
- EMS050923001

**3. First Reading of Policies and Regulations**

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

- ❖ P 0144 Board Member Orientation and Training
- ❖ P & R 2520 Instructional Supplies (M)
- ❖ P 3217 Use of Corporal Punishment
- ❖ P 4217 Use of Corporal Punishment (New)
- ❖ P 5305 Health Services Personnel (M)
- ❖ P & R 5308 Student Health Records (M)
- ❖ P & R 5310 Health Services (M)
- ❖ P 6112 Reimbursement of Federal and Other Grant Expenditures (M)
- ❖ R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
- ❖ P 6115.04 Federal Funds – Duplication of Benefits (M) (New)
- ❖ P 6311 Contracts for Goods or Services Funded by Federal Grants (M)
- ❖ P 7440 School District Security (M)
- ❖ P 9100 Public Relations (Abolished)
- ❖ P 9140 Citizens Advisory Committees
- ❖ R 9140 Citizens Advisory Committee (M) (Abolished)

Ms. Cook motioned. Mr. Derflinger seconded. Motion carried 5-0-0.

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

**D. CURRICULUM**

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

**1. Student Observers**

Move to approve the following teachers to serve as facilitators for the MHS SEL Mentor Program for the 2023-2024 school year, not to exceed 20 hours each at the contractual rate of \$48 per hour. To be paid from the Title IV federal grant.

<b>Name</b>	<b>School</b>	<b>Teacher</b>
Antonio Guzman	Campbell	Margie Thomas
Spencer White	Campbell	Margie Thomas
Dan Howells	Campbell	Margie Thomas

**2. Field Trips**

Move to approve the following Student Observers in our school district for the 2023 Fall Semester:

School	Destination	Class/Group/ Purpose	Teachers/ Advisors	Date(s)	No. Of Students	Board Cost- Transportation	Number of Subs Needed.
MHS	Medieval Times	Grades 9-12; Students did fundraising throughout the year(soap sale) for this trip. CRP1 Act as a responsible and contributing citizen and employee CRP4 Communicate clearly and effectively and with reason CRP5 Consider the environmental, social and economic impacts of decision	Dawn Valovcin Christina Dybas Michelle Schutz Joe Dimeglio Jordan Leitner Marilyn Levine Mike Molfetto Jesse's nurse	6/13/ 2023	9	\$110	MHS
MHS	Rowan University	Grades 9-12; As a prize for winning the 2023 Rowan String Festival, the MHS Chamber Orchestra has been invited back to Rowan University to perform at a Rowan University Orchestra Concert. They will perform a piece of music at the beginning of the concert, then will combine with the Rowan University Symphonic Orchestra on a large orchestral master work.	Christopher McEwan	10/24/ 2023	20	\$200	MHS

**3. 2023 Curriculum Summer Writing**

Move to approve the following curriculum writers and amounts for 2023 Summer:

Writer	Subject	Grade	Rate
Janelle Fisher	ESL	K	\$1000
Adrianna Reyes	ESL	1-2 and 3-4	\$1000 each
Ellen Park	ESL	5-8 and 9-12	\$1000 each

Mr. Derflinger motioned. Dr. Johnson-Marcus seconded. Motion carried 5-0-0.

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

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

**15. Announcements** - Ms. Cook made 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 motioned to adjourn. Ms. Cook seconded. All in favor.

Adjournment at 8:53 pm.