

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, NOVEMBER 28, 2023**

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

**4. Roll Call**

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

**5. Showcase of Success**

❖ Students with Perfect NJSLA Scores Spring 2023

<b>Perfect NJSLA Score English Language Arts</b>
ELIZABETH AIYELESO
ANAIYA BHATT
NEEL BHATTACHARYYA
EMILY BORTOLATO
CHARLOTTE CHEN
DANIEL CHOI
ELIZABETH FINEMAN
DIYA GANDHI
SHAILEN GANDHI
PENELOPE KIM
LUCIENNE LIN

BENJAMIN LOPEZ
TIMOTHY MARK
NELL MASSEY
BARNAV MITRA
NEELA MYERS
JIYA NARAYANAN
WILLIAM NUSSBAUM
TAYLOR OMAN
KIRA PANCHAL
LUKA PEREZ
BIBI SARAH
SOPHIA SERBAN
ADITYA SHAH
JULIA TETI
YITONG WANG
RYDER YU
STELLA ZHANG
<b>Perfect NJSLA Score Mathematics</b>
DEREK HALL
ALEK HANBRIDGE
BECKETT JOHNSON
KIERA JOYCE
LUCIENNE LIN
ALEIA MICABALO
ROHAN MODHA
NICHOLAS TANG
JULIAN TANG
SIA VOHRA
APRIL WANG
RYDER YU
<b>Perfect NJSLA Score Science</b>
JACOB BLOM
TRISTAN JUNG
MICHAEL LI
MASON LIU
ALEXANDER SERBAN

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

**7. Presentations**

- ❖ District Goals Update - Dr. Caputo gave his update. The Board made comments and asked questions.

**8. Reports**

- ❖ President’s Report - Dr. Lifton gave a report. Congratulated Mr. Benderly on his retirement from the board and presented him with an apple.
- ❖ Superintendent's Report - Dr. Capto gave a report.
- ❖ Committee Reports

Mr. Benderly gave a report on the Garden State Coalition of Schools.  
Dr. Caputo gave a report for the Policy Committee.  
Dr. Johnson-Marcus gave a report on the Human Relations Commission.  
Mr. Derflinger gave a report for the Curriculum Committee.  
Mr. Glassberg gave a report on the Construction Committee even though they did not meet.  
Ms. Killian gave a report on the Extra-Curricular/Athletics Committee.

- ❖ Student Board Member Report - Ms. Dimbeng gave a report and also wished Mr. Benderly well.

**9. Old Business** -None

**10. New Business** -None

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

November 14, 2023	Special Business Meeting (1)
November 14, 2023	Special Business Meeting (2)
November 14, 2023	Board Meeting

Mr. Lifton motioned. Mr. Benderly seconded. Motion carried 8-0-0.

**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. Resolution – Administrative Leave**

Be it resolved, employee #102660 was placed on administrative leave with pay on October 25, 2023.

**2. Instructional Stipends**

Move to approve the following Edgar School instructional stipends for the 2023-2024 school year, retroactively beginning October 30,2023, through January 30, 2024 as listed:

<b>Name</b>	<b>Assignment</b>	<b>Instructional Stipend Prorated</b>
Alicia Haller	6th period instructional	\$8400.00 Prorated
Veronica Araneo	6th period instructional	\$8400.00 Prorated
Sydney Rudin	6th period instructional	\$8400.00 Prorated
Christina Risitano	6th period instructional	\$8400.00 Prorated
Chrissy Kremer	6th period instructional	\$8400.00 Prorated

**3. Presenter - Parent Advisory Council**

Move to approve Patricia Lewis, LDTC at Edgar School, as the workshop presenter for the Parent Advisory Council on December 6, 2023, at a rate of \$49/hour.

**4. Special Services Intern**

Move to approve Dr. Sabrina Misir Hiralall as a professional intern at Metuchen Public schools to complete their BCBA, for the 2023-2024 school year, effective January 2024.

**5. Special Services Intern**

Move to approve Michael Kaiteris as an intern for Speech Therapy at Campbell Elementary School, for the 2023-2024 school year, effective January 2024.

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

Move approve the maternity leave of Lindsay Kaye, Special Education teacher at Edgar Middle School, effective approximately April 8, 2024 through approximately September 3, 2024.

**7. Supplemental Intervention Services**

Move to approve the following certificated staff to provide supplemental intervention services for the 2023-2024 school year at the hourly rate of \$49/hour (ESSER funded):

Christina Risitano	Ann Burnett
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**8. Safety Care Training - Certificated Staff**

Move to approve the following certificated staff to participate in Safety Care Training at the rate of \$49/hour, not to exceed 12 hours:

Joelle Williams
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**9. Safety Care Training - Non-Certificated Staff**

Move to approve the following non-certificated staff to attend Safety Care Training at their hourly rate, not to exceed 12 hours each:

<b>Name</b>	<b>Rate</b>
Kajal Desai	\$20.64/hour
Janine Haulenbeek	\$20.34/hour

**10. Paraprofessional Mentor**

Move to approve Laurie Toth, paraprofessional, as a paraprofessional mentor, for a stipend in the amount of \$250 for the 2023-2024 school year.

**11. Appointment - Confidential Secretary**

Move to approve the appointment of Antoinette Borriello as Confidential Secretary in Special Services at a salary of \$49,789/year, prorated, effective on or before January 28, 2024, pending her release from her current position.

**12. Appointment - Additional Substitutes**

Move to approve the appointment of the additional substitutes for the 2023-2024 school year, effective November 17, 2023, pending completion of substitute training and criminal history clearance:

Name	Position	Rate
Victoria Duniyak	Substitute with college degree	\$105/day
Rene Flynn	Substitute with college degree	\$105/day
Rabia Aamir	Substitute with college degree	\$105/day
Max Cohn	Substitute paraprofessional	\$15/hour
Jordan Anderson	Substitute with college credits	\$100/day

**13. Medical Leave of Absence Extension**

Move to approve the extension of the Medical Leave of Absence of Mark Cooper, Custodian at Campbell School, through approximately December 31, 2023 (Agenda 10/17/2023, Section 13, A7).

**14. Appointment - Interim Moss Principal**

Move to approve the appointment of Michael Knoth as Interim Principal at Moss School, from December 5, 2023 through March 15, 2024 at a rate of \$600/day.

**15. Appointment - Certificated Staff**

Move to approve the appointment of Nicholas Tay, Industrial Technology Teacher at Edgar School, for the 2023-2024 school year, at a salary of \$55,775/year, Step 1A, prorated, effective upon receipt of his teaching certificate of eligibility.

Mr. Lifton motioned. Dr. Spigner seconded. Motion carried 8-0-0.

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

**B. FINANCE**

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

**1. 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 #
11/28/	11/28/	NJASCD Early Childhood	Lemerich, Kathryn	Central	0	No cost	

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2023	2023	Conference		Office			
11/28/ 2023	11/28/ 2023	Evidence-Based Reading Professional Development Middlesex County	Lewis, Patricia	Edgar	0	No cost	
12/4/ 2023	12/5/ 2023	Counselor Visit to DC Colleges hosted by Catholic University	Hanbridge, Leigh	MHS	\$200	FFPI	24-065
12/4/ 2023	12/4/ 2023	NJASL: A World of Stories	Manziano, Lou	Central Office	\$300	Other	
12/7/ 2023	12/7/ 2023	Artificial Intelligence, Schools and the Law - Are You Prepared? (A TMI-LEGAL ONE Collaborative Workshop)	Manziano, Lou	Central Office	\$75	Other	
12/7/ 2023	12/7/ 2023	GMC Sportsmanship Seminar	Youngman, Julie	MHS	0	No cost	
12/8/ 2023	12/8/ 2023	NJASP Winter Conference	Crawford, Courtney	Edgar	\$225	FFPI	24-078
12/8/ 2023	12/8/ 2023	NJASP WINTER CONFERENCE	Bindra, Amrita	Campbell	\$225	Other	
12/15/ 2023	4/19/ 2024	Middlesex County Guidance Council	Kurtin, Ilana	Central Office	0	No cost	
1/23/ 2024	1/23/ 2024	Social Emotional Character Development	Korellis, Lauren	MHS	\$13	FFPI	24-077
1/23/ 2024	1/23/ 2024	Social Emotional Character Development	Nalepa, Lindsay	MHS	\$10	FFPI	24-076
2/5/ 2024	2/5/ 2024	Dealing with Challenges When Working with Parents and Families	Penna, Kaitlyn	Campbell	\$60	Other	
2/28/ 2024	2/28/ 2024	English/Language Arts Teachers: 20 Best Technology Tools to Increase Student Learning and Simplify Your Teaching Life (Grades 6-12)	Wagenblast, Eileen	MHS	\$279	FFPI	24-079
3/15/ 2024	3/15/ 2024	Foundations of Numerical Reasoning in Grade K-2	Spak, Jennifer	Campbell	\$345	FFPI	24-071
3/15/ 2024	3/15/ 2024	Foundations of Numerical Reasoning in Grades K-2	Levin, Lisa	Campbell	\$345	FFPI	24-072
3/15/ 2024	3/15/ 2024	Foundations of Numerical Reasoning in Grades K-2	Signorile, Vincent	Campbell	\$345	FFPI	24-070
4/13/ 2024	4/13/ 2024	Cultivating Critical Thinkers & Dance, Raps, and Chants	Young, Kelsee	Moss	\$22	FFPI	24-067

**2. 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 September 30, 2023.

**3. 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 November 28, 2023 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.

**4. High Impact Tutoring Competitive Grant RFP**

**WHEREAS**, the Metuchen Board of Education (“Board”) desires to contract with a vendor to procure Small Group Intentional Teaching on behalf of the Board for students in grades 3 and grade 4; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.1(b), the Board may use competitive contracting in lieu of public bidding for procurement of specialized goods and services the price of which exceeds the bid threshold, to hire a for-profit entity or not-for-profit entity to operate, manage or administer tutoring programs; and

**WHEREAS**, the Board desires to use competitive contracting to procure the specialized services mentioned above; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to pass a resolution authorizing the use of competitive contracting for the aforementioned services; and

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-4.3(b), N.J.S.A. 18A:18A-4.4 and N.J.S.A. 18A:18A-4.5, the competitive contracting process, including the preparation of a request for proposal documentation (“RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid RFP, must be administered by the Board’s qualified purchasing agent.

**NOW THEREFORE BE IT RESOLVED** that pursuant to the provisions of N.J.S.A. 18A:18A-4.1 et seq., the Metuchen Board of Education hereby authorizes the use of competitive contracting to obtain proposals for the provision of a Small Group Intentional Teaching for grades 3 and 4; and

**BE IT FURTHER RESOLVED** that the Business Administrator, who also serves the Board in the capacity of Qualified Purchasing Agent, is hereby authorized, and directed to take all necessary steps to implement this action of the Board.

**5. Nonpublic Technology Aid**

Move to approve the following nonpublic technology aid for the 2023-2024 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. Joseph High School	CDW-G	1	4468202	Chief Fusion Ultrawide Height Adjustable Mobile Cart for 55-100"	\$1,885.22	\$1,885.22

**6. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2023-2024 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	Open Systems Integrators Inc.	2	Rauland – TCC2011A - #585	Telecenter Campus IP Module	\$474.00	\$948.00
St. Francis Cathedral School	Open Systems Integrators Inc.	2	Rauland – BAFKIT1X2S8RJ - 698	8 Ohm 1x2 Speaker Assy W /RJ45	\$103.50	\$207.00
St. Francis Cathedral School	Open Systems Integrators Inc.	2	Rauland – 603302 - #532	RJ45 Dual PB Call Switch	\$54.00	\$108.00
St. Francis Cathedral School	Open Systems Integrators Inc.	2	UTPCH5VLY - #4673	Copper Patch Cord, Category 6, Violet UTP Cable, 5 FT.	\$17.21	\$34.42
St. Francis Cathedral School	Open Systems Integrators Inc.	1	Sapling-SMA3S0-1000-1-#771	Master Clock with 900 MHz Transmitter, Surface Wall Mount	\$2,089.21	\$2,089.21
St. Francis Cathedral School	Open Systems Integrators Inc.	25	Sapling-OSAL-4BS-12R-0-#787	Analog, Wireless Slim Line, 900 MHz, 12” Round, Battery-Operated, Surface Wall Mount, Black Case	\$155.33	\$3,883.25
St. Francis Cathedral School	Open Systems Integrators Inc.	1	Sapling-OSAL-4BS-16R-0-#789	Analog, Wireless Slim Line, 900 MHz, 16” Round, Battery-Operated, Surface Wall Mount, Black Case	\$200.57	\$200.57
St. Francis Cathedral School	Open Systems Integrators Inc.	52	E-BATT-#791	Duracell ProCell Alkaline Battery (1)	\$1.97	\$102.44



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St. Francis Cathedral School	Open Systems Integrators Inc.	20	WIRV700-#4994	Wiremold ivory surface raceway	\$2.56	\$51.20
St. Francis Cathedral School	Open Systems Integrators Inc.	2	WIRV5748-#5003	Wiremold ivory device box	\$13.68	\$27.36
St. Francis Cathedral School	Open Systems Integrators Inc.	4	WIRV704-#4998	Wiremold ivory two hole strap for 700 raceway	\$0.96	\$3.84
St. Francis Cathedral School	Open Systems Integrators Inc.	4	ARLEMT50-#5057	Arlington ½”emt smack on bushing	\$0.19	\$0.76
St. Francis Cathedral School	Open Systems Integrators Inc.	1	EMT050-#5021	½” emt	\$70.46	\$70.46
St. Francis Cathedral School	Open Systems Integrators Inc.	1	254245EZBK1000-#4905	4P 24G SLD CAT 5E Plenum Cable	\$405.18	\$405.18
St. Francis Cathedral School	Open Systems Integrators Inc.	8	Project Manager Labor	Hourly Rate	\$163.00	\$1,304.00
St. Francis Cathedral School	Open Systems Integrators Inc.	16	Electrician Foreman Install Labor	Hourly Rate	\$155.18	\$2,482.88
St. Francis Cathedral School	Open Systems Integrators Inc.	16	Electric Journeyman Install Labor	Hourly Rate	\$132.64	\$2,122.24
St. Francis Cathedral School	Open Systems Integrators Inc.	16	Field Technician Lab, or	Hourly Rate	\$158.00	\$2,528.00
St. Francis Cathedral School	Open Systems Integrators Inc.	2	Training Labor	Hourly Rate	\$158.00	\$316.00

**7. Behavioral Technician Services**

Move to approve Soliant Health, LLC, to provide behavioral technician services, for the 2023-2024 school year at a rate of up to \$65/hour.

**8. Grant Application**

Move to approve the submission of the New Jersey State and Local Cybersecurity Grant application for Fiscal Year 2023.

Mr. Sus motioned. Mr. Benderly seconded. Motion carried 8-0-0 for items 1-2 and items 4-8. Motion carried 7-0-1 for item 3. Mr. Benderly abstained.

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

**C. POLICY**

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

**1. Harassment, Intimidation and Bullying**

Move to affirm the findings of the previously reported case.

- CES101123001
- METHS102023001

**2. Second Reading of Policies and Regulations**

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

- ❖ P 1524 School Leadership Councils (Abolished)
- ❖ P 2270 Religion in the Schools
- ❖ P 3161 Examination for Cause
- ❖ P & R 3212 Attendance (M)
- ❖ P 3324 Right of Privacy (New)
- ❖ P & R 3432 Sick Leave (Abolished)
- ❖ P 4161 Examination for Cause
- ❖ P & R 4212 Attendance (M)
- ❖ P 4324 Right of Privacy (New)
- ❖ P & R 4432 Sick Leave (Abolished)
- ❖ P & R 5111 Eligibility of Resident/Nonresident Students (M)
- ❖ P & R 5116 Education of Homeless Children and Youths
- ❖ P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)
- ❖ P 6361 Relations With Vendors for Abbott Districts (Abolished)
- ❖ P 8500 Food Services (M)
- ❖ P 8540 School Nutrition Programs (M) (Abolished)
- ❖ P 8550 Meal Charges/Outstanding Food Service Bill (M) (Abolished)
  
- ❖ P & R 5130 Withdrawal from School (M)
- ❖ P & R 5300 Automated External Defibrillators (AEDS) (M)
- ❖ P & R 5306 Health Services to Nonpublic Schools (M)
- ❖ P 5516 Use of Electronic Communication and Recording Devices (ECDR) (M)
- ❖ P & R 5550 Disaffected Students (M)
- ❖ P 5752 Marital Status and Pregnancy (M)

Mr. Lifton motioned. Mr. Benderly seconded. Motion carried 8-0-0.

-----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	Number of Subs Needed.
EMS	First Lego	Grade 7; G&T STEM	Ed Ronk,	12/9/2023	7	\$300	no subs

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	League Northern	students won first place in Core Values section of 11/18/23 competition and are now moving onto the North NJ Championship round. This Championship round will take place on both Saturday, Dec. 9 and Sunday, Dec. 10	Ashley Jaye	and 12/10/2023			needed
MHS	Special Olympics New Jersey Complex	Grade 11-12; Special Olympics Summit. Pairs (3) from Unified P.E. will participate in various activities to promote Inclusion & Diversity. This will be the first trip that pairs will be able to interact with other schools that have a similar program	Beth Abbott, Christina Dybas	11/28/2023	6	\$160	2 subs needed
MHS	Atlantic City Convention Center	Grades 9-12; The Metuchen High School Chamber Orchestra was accepted to be a performing group at the 2024 New Jersey Music Educators Association Convention. This convention serves as state-wide professional development for music educators in NJ, and acceptance for groups to perform at this event is competitive and prestigious.	Christopher McEwan	2/22/2024	20	\$160	no subs needed

**2. Field Trips - Retroactive**

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

School	Destination	Class/Group/Purpose	Teachers/Advisors	Date(s)	No. Of Students	Board Cost-Transportation	Number of Subs Needed.
MHS	Middlesex	Grades 10-12; Athlete	Bob Ulmer and	11/16/2023	6	\$70	1 sub

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	High School	exchange program to foster sportsmanship and camaraderie between the two schools	Julie Youngman				
EMS	MHS Thanksgiving Feast	Grade 5-8; We will be going to the Highschool to help prepare for the Thanksgiving Feast with the other Self-contained classrooms. We will be working on Social Skills and Life Skills.	Janine Haulenbeek, Alexis Wolford, and 3 students.	11/21/2023	3	\$0	no subs needed

**3. Curriculum Documents Writer**

Move to approve the following curriculum writers and amounts:

Subject	Author	Amount
US History 2	William Schlavis	\$1000.00

**4. Curriculum Documents**

Move to approve the following curriculum documents for the following subjects:

Curriculum Documents	
Subject	Grade
Social Studies	Grade 1
The Holocaust	Grade 11 and 12

**5. Student Observers**

Move to approve the following Student Observers in our school district for the 2024 Spring semester:

Name	School	Teacher
Emma Rentzel	EMS	Stefeny Stofa-Krombholz
Theresa Lanzetta	EMS	Stefeny Stofa-Krombholz
Veronica Kulek	EMS	John Messenger

Mr. Derflinger motioned. Mr. Benderly seconded. Motion carried 8-0-0.

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

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

**15. Announcements** - Dr. Spigner made announcements.

**16. Motion to Go Into Executive Session** (*when applicable*)

*Resolution to Close Meeting*

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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. Lifton motioned to adjourn. Mr. Benderly seconded. All in favor.

Adjournment at 9:40 pm.