

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, MARCH 12, 2024**

**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. Bhatt		Dr. Johnson-Marcus	
Ms. Cook		Ms. Killean	
Mr. Derflinger		Mr. Lifton	
Ms. Dimbeng		Dr. Spigner	
Mr. Glassberg		Mr. Suss	

**5. Showcase of Success**

❖ MHS Spring Musical

Tonight, senior Katherine Meyer, will give us a preview of the MHS Footlighters' upcoming spring musical, Disney's The Little Mermaid. Performances are Friday, March 15th & Saturday, March 16th at 7pm and Sunday, March 17th at 2pm. For tickets, visit [mhsfootlighters.com](http://mhsfootlighters.com). Katherine is playing the role of Ariel in The Little Mermaid, and will sing Part of Your World, which showcases Ariel's dream to live with the humans up on the shore. The Footlighters can't wait to see you at the show!

❖ New Hires

❖ GEOY and ESP Winners - Tina Huber -Moss, Kelsee Young -Moss, Lindsey Omark -CES, Saadia Rizwan -CES Karen Logan -EMS, Patricia Lewis-EMS, Ann Burnett -MHS, Nicole Benfatti -MHS

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

**7. Presentations**

- ❖ Athletics/Co-curricular, Line Item Budget and Tax Levy Analysis - Mr. Harvier, Dr. Caputo and Mr. Cathcart

**8. Reports**

- ❖ President’s Report
- ❖ Superintendent's Report
- ❖ Committee Reports
- ❖ Student Board Member Report

**9. Old Business**

**10. New Business**

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

February 27, 2024	Special Business Meeting (1)
February 27, 2024	Special Business Meeting (2)
February 27, 2024	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)*  
Oftentimes 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. Leave of Absence – Paraprofessional**

Move to approve the leave of absence of Joe DiMeglio, Paraprofessional at Metuchen High School, effective approximately April 23, 2024 through approximately September 20, 2024.

**2. Appointment – Head Custodian**

Move to approve the appointment of Armando Rojas-Aguilar as Night Head Custodian at Edgar School, effective April 1, 2024, with the additional stipend of \$4,870/year, prorated, for the 2023-2024 school year.

**3. MHS Spring Coaches**

Move to rescind and approve the appointments of the following coaches for the Spring 2023-2024 school sports session at Metuchen High School: (Agenda 7/18/23, Section 13 A7, and Agenda 2/27/24, Section 13 A4):

Name	Assignment	Step	Stipend
<b>Rescind:</b> Christina Dybas	Asst. Golf Coach	2	\$4,612
<b>Approve:</b> Christina Dybas (.5)	Girls Golf Head Coach	1	\$5,795
Carolyn Taylor (.5)	Boys Golf Head Coach	1	\$5,795
Jordan Leitner	Spring Flag Football Coach	-	\$2,295
Beth Abbott	Spring Flag Football Coach	-	\$2,295

**4. Revision - MHS Volunteer Advisor**

Move to rescind and approve the appointments of the following volunteer club advisors for the 2023-2024 school year at Metuchen High School (Agenda 8/22/2023, Section 13, A10):

Name	Assignment
<b>Rescind:</b> Anais Ortega	Peers for Volunteers Advisor
<b>Approve:</b> Leigh Hanbridge	Peers for Volunteers Advisor

**5. Transfer - Certificated Staff**

Move to approve the transfer of Sydney Rudin, from 5th Grade Teacher at Edgar School, to Science ICR Teacher at Edgar School, effective July 1, 2024.

**6. Appointment - Additional Substitutes**

Move to approve the appointment of the additional substitutes for the 2023-2024 school year, effective March 12, 2024, pending completion of substitute training and criminal history clearance:

Last Name	First Name	Position	Rate
Bouda	Angelina	Substitute with college credits	\$105/day
Misrahi	Diana	Substitute with college degree	\$110/day
Taylor	Carolyn	Substitute with college degree	\$110/day
Molfetto	Mike	Paraprofessional substitute	\$16/hour

-----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 #
3/14/2024	3/14/2024	Rutgers Labor-Management Collaboration	Evans, Neyda Cathcart, John Williams, Raquel Montgomery,	District	Approved	No cost	

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			Charmane Thumann, Chris Forde, Caroline Galassa, Francine				
3/15/2024	3/15/2024	AMTNJ Spring 2024 Conference	Kremer, Christine	Edgar	215	FFPI	24-118
3/15/2024	3/15/2024	AMTNJ Spring 2024 Conference	Stranz, Jennifer	MHS	259.41	FFPI	24-117
3/15/2024	3/15/2024	AMTNJ Spring Conference 2024	Caponigro, Emily	MHS	253	FFPI	24-119
3/20/2024	3/20/2024	National School of Character Evaluation	Porowski, Edward	MHS	0	No cost	
3/21/2024	3/21/2024	Sustainable Jersey for Schools Grant Awards Event	Divanno, Rachel	Edgar	22.09	Other	
3/21/2024	3/21/2024	Grant Awards Event.	Evans, Neyda	Edgar	44.18	Other	
3/22/2024	3/22/2024	NJPSA Legislative Conference	Dougherty, Natalie	Central Office	0	No cost	
3/27/2024	3/27/2024	Developing a Common Language for your ESL and Special Education Teams	Calantoni, Karen	Moss	100	FFPI	24-120
3/27/2024	3/27/2024	Developing a Common Language for your ESL and Special Education Teams	Granados, Lisa	MHS	155	FFPI	24-121
4/10/2024	4/10/2024	Criminal History and Bus Safety Workshop	Plancher, Marissa Taylor, Carolyn	Central Office	not to exceed \$60 (mileage)	Other	
4/12/2024	4/12/2024	The Historical Roots of Islamophobia	Connolly, Laura	MHS	54.74	FFPI	24-114
4/16/2024	4/16/2024	New Jersey Second Annual Literacy Summit	Jeney, Meghan	Campbell	0	No cost	
4/16/2024	4/16/2024	New Jersey: Second Annual Literacy Summit	Bormann, Kristina	Campbell	0	No cost	
4/16/2024	4/16/2024	Literacy Symposium	Dougherty, Natalie	Central Office	0	No cost	
4/26/2024	4/26/2024	Labor Management Collaboration	Forde, Caroline	Edgar	0	No cost	
4/26/2024	4/26/2024	Labor- Management Collaboration	Glutz, Kathryn	Moss	0	No cost	
4/26/2024	4/26/2024	Rutgers Labor-Management Collaboration sessions	Cecchine, Jennifer	Edgar	0	No cost	
4/26/2024	4/26/2024	Rutgers Labor-Management Conference	Porowski, Edward	MHS	0	No cost	
4/26/2024	4/26/2024	labor-management-collaboration capacity building training	Kato, Yoko	MHS	0	No cost	
4/26/2024	4/26/2024	The Other Italian	Connolly,	MHS	54.74	FFPI	24-115

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2024	2024	Renaissance	Laura				
5/7/2024	5/7/2024	DECLARATIVE LANGUAGE AND CO-REGULATION: Tools for Helping Create Supportive Learning Environments	Young, Kelsee	Moss	160	FFPI	24-116
5/14/2024	5/14/2024	Resilience: Getting Through Stressful Times	Nalepa, Lindsay	MHS	0	No cost	

**2. YMCA Before and After Care**

Move to approve the YMCA of Metuchen, Edison, Woodbridge and South Amboy as the before and after school provider for Moss and Campbell pursuant to N.J.S.A. 18A:18A-4.1 et seq for the 2024-2025 SY plus extensions as set forth in the request for proposals.

**3. Track Replacement**

WHEREAS, the Metuchen Board of Education needs to replace the track at Metuchen High School; and

WHEREAS, pursuant to the provisions of the Public School Contracts Law and N.J.A.C. 6A:23A-21.5, the Board may use a cooperative for the purchase of goods and services; and

WHEREAS, the Educational Services Commission of New Jersey conducted a bid and awarded a contract (ESCNJ 22/23-27) for tracks and courts to ATT Sports, Inc. from Berlin, New Jersey; and

WHEREAS, the Board solicited, and ATT Sports, Inc. provided, pricing for the High School track replacement under the ESCNJ contract in the amount of \$497,899.80 based upon specifications prepared by the Board’s design professional; and

WHEREAS, the Board’s design professional and construction manager recommend the award to ATT Sports, Inc.

NOW, THEREFORE, BE IT RESOLVED that the above-recitals are incorporated herein,

BE IT FURTHER RESOLVED that the Board hereby awards a contract for the Metuchen High School track replacement in the amount of \$488,957.40 to ATT Sports, Inc. in accordance with the terms and conditions set forth in ESCNJ contract 22/23-27.

BE IT FURTHER RESOLVED that the Administration is authorized to take all steps necessary to effect the purposes of this resolution.

**4. Turf Field Replacement**

WHEREAS, the Metuchen Board of Education needs to replace the turf field at Metuchen High School; and

WHEREAS, pursuant to the provisions of the Public School Contracts Law and N.J.A.C. 6A:23A-21.5, the Board may use an approved cooperative for the purchase of goods and services; and

WHEREAS, the Bergen County Cooperative Purchasing System conducted a bid and awarded a contract (BC-C-23-013) for synthetic fields: repair and replacement to Athletic Fields of America, Montville, New Jersey; and

WHEREAS, the Board solicited, and Athletic Fields of America provided, pricing for the High School turf field replacement under the Bergen County Cooperative contract in the amount of \$853,168.00 based upon specifications prepared by the Board’s design professional; and

WHEREAS, the Board’s design professional and construction manager recommend the award to Athletic Fields of America.

NOW, THEREFORE, BE IT RESOLVED that the above-recitals are incorporated herein,

BE IT FURTHER RESOLVED that the Board hereby awards a contract for the Metuchen High School turf field replacement in the amount of \$853,168.00 to Athletic Fields of America in accordance with the terms and conditions set forth in Bergen County Cooperative contract BC-C-23-013.

BE IT FURTHER RESOLVED that the Administration is authorized to take all steps necessary to effect the purposes of this resolution.

**5. Revision - Healthcare/Nursing Services**

Move to approve the revision of the following Healthcare/Nursing Services for the 2023-2024 school year (Agenda 06/27/2023, Section 13, B33):

- Bayada Pediatric at the rate of:
  - o RN & LPN 1:1 \$62.00-\$70/hour not to exceed \$105,000

**6. Revision - BCBA Services**

Move to approve the revision of Brett DiNovi & Associates as a provider of independent BCBA services for the 2023-2024 school year, at a rate of \$135/hour and Clinical Associates services at a rate of \$60.50/hour, not to exceed \$120,000 (Agenda 12/19/2023, Section 13 B7).

**7. 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	Hogan Security Group, LLC	6	LCN	4040XP.RWPA.689 x 689	\$642.40	\$3,854.40
St. Francis Cathedral	Hogan Security Group, LLC	7	Cyl. Lockset	SC-10XG05 x LL x US26D – Cyl Lockset w/ thru-bolts	\$806.08	\$5,642.56

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School						
St. Francis Cathedral School	Hogan Security Group, LLC	6	Wood Doors	Half Glass w/ ½ Glass & 2 Bottom Applied Panels	\$1,237.28	\$7,423.68
St. Francis Cathedral School	Hogan Security Group, LLC	6	Glass	School Guard ¼"	\$869.11	\$5,214.66
St. Francis Cathedral School	Hogan Security Group, LLC	8	Pemko	CFM83-HD1 x C – Hinge - Continuous	\$212.08	\$1,696.64
St. Francis Cathedral School	Hogan Security Group, LLC	12	Mop Plate	8400 4" x 34" x B-CS x US32D – Mop Plate	\$38.72	\$464.64
St. Francis Cathedral School	Hogan Security Group, LLC	6	Misc	Subcontract Labor	\$2,255.00	\$13,530.00
St. Francis Cathedral School	Hogan Security Group, LLC	1	VonDuprin	9827EO x 299 x 3-0 x 7"h x LBR x None/US26D – Exit Device - SVR	\$2,308.24	\$2,308.24
St. Francis Cathedral School	Hogan Security Group, LLC	1	VonDuprin	QEL-9827NL-OP x 299 x 3-0 x 84"h x LBR x None/US26D – Exit Device - SVR	\$3,362.48	\$3,362.48
St. Francis Cathedral School	Hogan Security Group, LLC	2	LCN	4040XP.H .689 x 689 - Closer	\$681.12	\$1,362.64
St. Francis Cathedral School	Hogan Security Group, LLC	1	NGPFull	426 x 65" x MILL – Threshold	\$112.26	\$112.26
St. Francis Cathedral School	Hogan Security Group, LLC	1	FRP Doors	Narrow 1" Glass w/Insert Frame – Color – Black	\$10,112.30	\$10,112.30
St. Francis Cathedral School	Hogan Security Group, LLC	1	Misc	K-DLA – Door Loop	\$39.05	\$39.05
St. Francis Cathedral School	Hogan Security Group, LLC	1	Misc	AL 125UL – Power Supply	\$249.63	\$249.63
St. Francis Cathedral School	Hogan Security Group, LLC	1	Misc	Wire, Wire Mold	\$110.00	\$110.00

School						
St. Francis Cathedral School	Hogan Security Group, LLC	8	Stock-LBR	Labor Rate State Contrast T0675 – Journeyman effective 1.15.25 – QEL Connection	\$128.29	\$1,026.32

**8. Bussing Fee**

Move to approve the partial subscription bussing fee of \$550 for the 2024-2025 school year.

**9. In-district Transportation Routes**

Move to approve the following daily routes for in-district transportation routes with George Dapper Inc. for the 2024-2025 school year:

C1	\$223.46	E1	\$223.46
C2	\$223.46	E2	\$223.46
C3	\$223.46	E3	\$223.46
C4	\$223.46	E4	\$223.46
C5	\$223.46	E5	\$223.46
C6	\$223.46	E6	\$223.46
C7	\$223.46	E7	\$223.46
C8	\$223.46	E8	\$223.46
C9	\$260.71		

**10. Athletic Transportation Routes**

Move to approve the following rates for athletic transportation routes with George Dapper Inc. for the 2024-2025 school year:

Vehicle	Hours	Amount
54 passenger w/seatbelts	3	\$262.90
	4	\$337.99
	5	\$413.10
Additional hourly amount after 5 hours		\$81.30
One way in town shuttle		\$170.72

**11. Adoption of the 2024-2025 Tentative School District Budget**

WHEREAS, the Board of Education must adopt and submit a tentative 2024-2025 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 2024-2025 school district budget as follows:

	Appropriations	Local Tax Levy
<b>Total General Fund</b>	\$54,644,529	\$44,204,044
<b>Total Special Revenue Fund</b>	\$1,351,514	
<b>Total Debt Service Fund</b>	\$7,099,561	\$4,156,779



The supporting documentation of the budget included an itemization of certain expenditures required under administrative regulations. Maximum travel budget is established at \$90,000. Travel includes professional development that takes place outside the District.

WHEREAS, the Board of Education is requesting authority to utilize \$278,415 in health care allowance and this allowance will be utilized by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

Included in the general fund budget is \$5,700,000 to be withdrawn from the board of education’s approved Capital Reserve Account to supplement the approved November 8, 2022 referendum of \$84,436,225 for the Moss Elementary School, Edgar Middle School, Metuchen High School and Campbell Elementary School improvements authorized by the referendum. The additional Capital Reserve funds are needed in addition to the approved \$84,436,225 for the capital projects because costs are now higher than expected due to inflationary economic forces since the development of the costs pre-referendum.

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

**C. POLICY**

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

*Nothing at this time.*

-----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
MHS	Middlesex County Teen Arts Festival	Grades 9-12;Students are given the opportunity to showcase their talents in fine and performing arts. They receive valuable feedback in group and individual critiques, both written and verbal, and often "sit-in" on the critiques of other emerging artists in their discipline, thus increasing their educational experience. Professional artists, musicians, college professors, etc, provide in-depth critical reviews and analysis of student work and	Ashley Jaye, John Messenger, Stefeny Stofa-Krombholz, Kelly Murphy, Margo Banner	3/13/ 2024	75	\$240	3

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		performances. Students also have the opportunity to participate in a wide variety of fine and performing workshops throughout the day.					
MHS	Campbell Elementary School	Grades 10-12; The Metuchen High School Math Honor Society would like to host a math fair at Campbell. The high school students are planning their centers of games and activities for Grade 4 participants. This will give the high school students the opportunities to serve their community and to work on their design, planning, and presentation skills. The elementary school students will have the chance to reinforce math skills they've learned in class this year in a fun, no-pressure setting.	Richard Cundari	5/22/2024	30	\$80	1
MHS	Toni's Kitchen	Grade 11-12; Spanish Club and Spanish Honor Society students will be learning to make dumplings and empanadas with Spanish speaking new arrivals of community group "Dumpling Diplomacy", providing language support. The purpose is to envelope the new arrivals with community members to demonstrate that they, too, are part of the community. Other attendees will include culinary interns from the Donald Payne High School in Newark, members of "Latinos of Montclair" and "Dumpling Diplomacy", as well as bilingual parents / students from Montclair.	Karin Flores	4/8/2024	5	\$0	1
MHS	Lehigh University	Grades 9-12; FIRST Robotics District Championships Competition Day 1 Please note, if we do not qualify we will notify you as we will not need the bus. We should know on or about March 26.	Kevin Smedley	4/4/2024; 4/5/2024; 4/6/2024	35	\$450	no subs needed

**2. ESL Practicum**

Move to approve the following student observer to complete an ESL-Practicum placement for Spring 2024, through Western Governors University Program:

<b>Name</b>	<b>Teacher</b>	<b>School</b>
Dana Galassa	Ellen Park	EMS & MHS

**3. Revision - ESSA (Every Student Succeeds Act) Grant Carryover 2023-2024**

Move to approve the district’s revised ESSA Grant Carryover amounts for 2023-2024 (Agenda 11/14/2023, Section 13, D2):

<b>Title</b>	<b>Public Amount</b>	<b>Non-Public Amount</b>
Title I	\$56,420	\$12,660
Title IIA	\$30,630	\$6,938
Title III	\$11,187	\$438
Title III Immigrant	\$6,473	\$245
Title IV	\$14,660	\$3,321

\*Metuchen Public Schools receives \$500.00 of the Title I allocation for the Homeless reserve  
 The Title Public Carryover is managing the Carryover for Multi-District Consortium. Amount to be split between participating districts.

-----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**