

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, MAY 28, 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, The Star Ledger, 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

❖ Edgar Middle School Art Display

This evening we have the pleasure of having the Edgar Middle School Arts Festival Preview showcased. Each student who has Art and Industrial Arts will have a piece of their work on display. Mrs. Gumbrecht, Ms. Banner and Mr. Tay will transform the Edgar gymnasium into an amazing showcase. On display is a sampling of 5th, 6th, 7th and 8th grade artists showcasing a variety of mediums including:

- 5th Grade tempera paint and oil pastels
- 6th Grade drip drawings, Sculpey clay, and Tim Burton inspired self portraits
- 7th Grade ceramic food sculptures and neurographics
- 8th Grade micrography, watercolors, and clay containers

Industrial Arts Projects produced by 6th, 7th and 8th grade woodworkers include:

- Napkin holders
- Shelf
- Cutting Boards
- Clocks

Thanks to the Metuchen Education Foundation, students are able to utilize the Glowforge, a 3-D laser engraver. They have the ability to monogram boards, cut custom designs, and laser cut intricate designs into jewelry. Please join us Thursday June 6th from 7-9pm in the Edgar Middle School gymnasium to see the FULL Edgar Middle School Arts festival Experience!

❖ MHS Seal of Bilingual

Metuchen High School is proud to announce the following 42 students received the New Jersey State Seal of Bilingual in Chinese, French, German, Gujarati, Hebrew, Hindi, Japanese, Polish, Russian, Serbian, and Spanish. The NJ State Seal of Bilingual was established to recognize high school graduates who have attained a high level of proficiency in speaking, reading, listening and writing in one or more world languages in addition to English. To earn the NJ State Seal of Bilingual students must meet graduation requirements for English Language Arts and earn a proficiency level of Intermediate Mid or higher on a state approved, world language assessment. Students noted with an asterisk also earned their Global Seal of Bilingual. Congratulations to the following students:

Seniors

Ann Carlos - Chinese
Devin Fineman - Spanish

Marina Krumins-Beens - Spanish
Alex Patelski - Spanish
Emma Staal - German

Juniors

Marina Armour - Spanish
Ava Barasch - Spanish
Tvisha Bhootada - Spanish
Rowan Brown - Spanish
Avner Chaplin - Spanish
Kaitlyn Connors - Spanish
Aarohi Desai - German and Gujarati
Ameyaa Desai - Gujarati
Audrey Feng - German and Chinese
Dylan Festa - Spanish
Claire Flores-Walker - Spanish
Samantha Garcia - Spanish
Elliott Girin - Russian
Petra Hegedus - Spanish and Serbian
Gianna Hernandez - Spanish
Leah Honig - Spanish
Kaitlyn Hsueh - French
Anushka Keni - Hindi

Shachi Keni - Hindi
Anna Leon - Spanish
Jason Ma - Chinese
Trisha Makwana - Hindi
Lingnan Meng - Chinese
Hannah Mindler - Spanish
Suhani Modha - Spanish and Gujarati
Aidan Ogborn - Spanish
Amal Omarzai - Spanish
Kacper Ruzala - Polish
Sofia Schuhmann - Spanish
Ishanvi Singh - Hindi
Ethan Sruya - Hebrew
Eva Szap - Spanish
Aanya Tripathi - Hindi
Kylie Trolaro - Spanish
Ripley Wong - Spanish and Japanese
Julia Zablocki - Polish

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

7. Presentations

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

May 14, 2024	Special Business Meeting (1)
May 14, 2024	Special Business Meeting (2)
May 14, 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 Farhana Omarzai, Paraprofessional at Edgar School, effective April 29, 2024 through June 30, 2024.

2. Appointment - Leave Replacement

Move to approve the appointment of Rebecca Porretto, Leave Replacement for Elizabeth Rentenberg, Special Education Teacher at Campbell School, effective approximately September 10, 2024 through approximately February 11, 2025, at a rate of \$311.76/day.

3. Coaches – Metuchen High School and Edgar Middle School Fall 2024

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

4. Coaches – Metuchen High School and Edgar Middle School Winter 2024- 2025

Move to approve the following Metuchen High School and Edgar Middle School coaches for the Winter 2024-2025 school sports season as shown on the attached list.

5. Coaches – Metuchen High School and Edgar Middle School Spring 2025

Move to approve the following Metuchen High School and Edgar Middle School coaches for the Spring 2025 school sports season as shown on the attached list.

6. Reappointment - Tenured Principals/Assistant Principals

Move to approve the reappointment of the following tenured Principals/Assistant Principals for the 2024-2025 school year, effective July 1, 2024 through June 30, 2025 at the annual salaries as follows:

Name	Position	Salary
Edward Porowski	MHS Principal	\$176,775
Brian Stike	MHS Assistant Principal	\$141,610
Brooke Kirschner	CES Assistant Principal	\$145,412
Suzy Azevedo	EMS Principal	\$152,515
Neyda Evans	EMS Assistant Principal	\$141,211

7. Reappointment – Tenured Supervisors

Move to approve the reappointment of the following tenured supervisors for the 2024-2025 school year, effective July 1, 2024 through June 30, 2025 at the annual salaries as follows:

Name	Position	Salary
John Cathcart	Supervisor	\$173,680
Ashley Jaye	Supervisor	\$129,072

8. Reappointment - Tenured Teachers

Move to approve the reappointment of the following as tenured teachers for the 2024-2025 school year, as shown on the attachment.

9. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Ilana Kurtin, Supervisor of Guidance for Metuchen Schools District, effective approximately November 11, 2024 though approximately May 11, 2025.

10. Appointment- Additional Substitutes

Move to approve the appointment of additional substitutes for the 2023-2024 school year, effective May 28, 2024, pending completion of substitute training and criminal history clearance:

Last Name	First Name	Position	Rate
Garison	Nicholas	Substitute teacher with college degree	\$110/day
Farkas	Gina	Substitute teacher with college credits	\$105/day
Wheeler	Michael	Substitute teacher with college degree	\$110/day
Puerzer	Clare	Substitute secretary	\$16/hour

11. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Karen Van de Castle, Business & AP Economics Teacher at Metuchen High School, effective June 30, 2024.

-----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 March 31, 2024.

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 May 28, 2024 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 March 30, 2024.

4. Frontline Technology Group

Move to approve contracts with Frontline Technologies Group LLC for the 2024-2025 school year based on the attached spreadsheet for a total of \$50,662.53.

5. 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 #
6/3/2024	6/7/2024	Orton-Gillingham Virtual Workshop	Haller, Alicia	Edgar		0 Other	
6/5/2024	6/5/2024	What's Behind the Rise in Challenging Behavior	Bindra, Amrita	Campbell		0 No cost	

6/10/2024	6/12/2024	5th Grade NJSLA- S Science Assessment Operational Test Range Finding	Nolde, Jonathan	Campbell	0	No cost	
6/10/2024	6/10/2024	The Professional Ethics of Self-Care in Social Work	Granados, Lisa	MHS	\$142	FFPI	24-175
6/14/2024	6/14/2024	Drew University Admissions visit and Tour	Hanbridge, Leigh	MHS	0	No cost	
7/18/2024	8/15/2024	PICTURE BOOK PLOTTING FROM A TO Z: A 5-WEEK ONLINE COURSE FOR WRITERS	Harley, Melissa	Edgar	\$499	FFPI	25-004

6. Metuchen Board of Education Notice of Contract Award

The Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the “Board”) has awarded a contract on May 14, 2024, to Util Auditors, LLC Boca Raton, FL for RFP No. CC 24-02-A Utility Services Audit for a period through August 31, 2024, in the amount of 35% cost recovery fee and 35% cost reduction fee. Awarded as a Competitive Contracting. The resolution and contract are on file and available for public inspection in the offices of the Board Secretary.

7. Resolution - Food Service

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 2024-2025.

1. FSMC Fee:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$32,957.00 to compensate the FSMC for administrative and management costs. This fee shall be included as a cost of operation and billed in 10 monthly installments of \$3,295.70 per month. The SFA guarantees the payment of such costs and fee to the FSMC.

2. There is no guaranteed financial performance

3. Total Estimated Cost of Contract:

Total estimated expenses (cost) include food, labor, supplies, other expenses, and FSMC management fee.

The Total Estimated Cost of Contract is \$822,911.34.

8. Resolution - Insurance Brokerage Service

The Board of Education in the Borough of Metuchen in the County of Middlesex awarded a Health Insurance brokerage service contract as an extraordinary unspecifiable service to Brown and Brown for \$6,000 per month for the 2024-2025 school year.

9. Resolution - Insurance Broker

The Board of Education in the Borough of Metuchen in the County of Middlesex awarded a Property and Casualty brokerage service contract as an extraordinary unspecifiable service to Schenck agency for the 2024-2025 school year. THE CONSULTANT IS TO BE PAID A COMMISSION BY THE INSURANCE COMPANY.

10. Transportation Agreements

Move to approve the transportation agreements for students, 20341125, 2020006, 20281109, and 2029030.

11. Resolution

Move to approve Colonial Life to provide short term disability plans as additional voluntary benefits with the Metuchen School District.

12. Settlement Agreement

Move to approve the settlement agreement of student # 2026127.

13. Appointment- Clinical, Therapeutic, Counseling and Behavioral Services

Move to approve the appointment of the following to provide counseling, therapeutic and behavioral services for the 2024-2025 school year:

- Rutgers UBHC- to provide Therapeutic Mental Health Services for an annual contract of \$319,200

14. AUTHORIZING EXECUTION AND DELIVERY OF GRANT AGREEMENTS

Move to approve the authorization, execution and delivery of the following grant agreements:

Metuchen Boro School District / Middlesex County
Campbell E.S.

Project Description: HVAC System Upgrades
DOE Project #: 3120-060-23-R503
SDA Project #: 3120-060-23-G5MK
Grant #: G5-6726
Total Project Costs: \$137,800
Grant Amount: \$55,120

Metuchen Boro School District / Middlesex County
Edgar M.S.

Project Description: HVAC System Upgrades
DOE Project #: 3120-070-23-R502
SDA Project #: 3120-070-23-G5ML
Grant #: G5-6727
Total Project Costs: \$352,300
Grant Amount: \$140,920

Metuchen Boro School District / Middlesex County
Metuchen H.S.
Project Description: HVAC System Upgrades
DOE Project #: 3120-050-23-R501
SDA Project #: 3120-050-23-G5MJ
Grant #: G5-6725
Total Project Costs: \$452,400
Grant Amount: \$180,960

15. DELEGATION OF AUTHORITY TO SCHOOL BUSINESS ADMINISTRATOR FOR SUPERVISION OF THE SCHOOL FACILITIES PROJECTS

Move to approve the delegation of authority to school business administrator for supervision of the following school facilities projects:

Metuchen Boro School District / Middlesex County
Campbell E.S.
Project Description: HVAC System Upgrades
DOE Project #: 3120-060-23-R503
SDA Project #: 3120-060-23-G5MK
Grant #: G5-6726
Total Project Costs: \$137,800
Grant Amount: \$55,120

Metuchen Boro School District / Middlesex County
Edgar M.S..
Project Description: HVAC System Upgrades
DOE Project #: 3120-070-23-R502
SDA Project #: 3120-070-23-G5ML
Grant #: G5-6727
Total Project Costs: \$352,300
Grant Amount: \$140,920

Metuchen Boro School District / Middlesex County
Metuchen H.S.
Project Description: HVAC System Upgrades
DOE Project #: 3120-050-23-R501
SDA Project #: 3120-050-23-G5MJ
Grant #: G5-6725
Total Project Costs: \$452,400
Grant Amount: \$180,960

-----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.

- EMS042924001
- EMS043024001

2. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for May 10, 2024 - May 24, 2024.

3. Representative to the ESCNJ Board of Directors

Pursuant to enacted legislation, P.L. 192-1989, Chapter 254, the Metuchen Board of Education elected Dr. Vincent Caputo to the Representative Assembly of The Educational Services Commission of New Jersey at their meeting held on May 28, 2024 from June 1, 2024 - June 30, 2025.

-----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	No. of Subs needed
Moss	Campbell	Grade K; Kindergarten students will tour Campbell School to meet principal and other administration/staff, first grade teachers and see where they will be going to first grade in September.	Stephanie Kandel, Emily Sporer, Sarah Jensen, Janelle Fisher, Jennifer Korpon, Karen Brock, Pam Malone, Sarah Masters	6/3/2024	100	\$120	1 sub needed
CES	What's the Scoop	Grade 1-4; Community based instruction to What's the Scoop to generalize communication goals outside of the classroom and practice attending within the community. SL 2.1; SL 2.2; SL 2.6	Samantha Murphy, Brian Jeney, Lori Anne DiSerio, Kelly Vissichelli, Patricia Koybashi, Emily Almeida, Debbie DeCerbo, Dorothea Parker, Abeera Omarzai, Rose Di Leonards, Kinjal Vakharia,	6/7/2024	9	\$0	no subs needed

			Emily Bianchi, Isabella Massaro				
MHS	Drumthwaquet NJ Student Climate Challenge Award Ceremony	Grade 9-11; This is the awards ceremony for the NJ Student Climate Challenge. MHS Environmental Club are one of the finalists.	Yoko Kato, Kate Lemerich, Ed Porowski	6/11/2024	7	\$120	no subs needed
MHS	Killington Ski Resort, Vermont	Grade 9-12;	Anna Girin, Danielle Cermak, Lauren Scala, 1 chaperone from MHS	2/7/2025	48	\$0	no subs needed

2. Curriculum Map

Move to approve the following staff members to create Curriculum Maps for up to 10 hours at the current contractual hourly rate of \$50/hour for the subject and grade levels indicated below:

Name	Grade	Subject
Nick Vosinas	9-12	Spanish 5
Kelly Murphy	9-12	Honors Art 4
Stepheny Stofa-Krombholz	9-12	Music Foundations/Music Theater

3. Textbook Disposal

Move to approve the disposal of the following textbooks as per the guidelines outlined in the district's policy on Disposition of Property:

Textbook	School	Publisher	Copyright	ISBN	Qty
Calculus: An Applied Approach 7th Edition	MHS	Houghton Mifflin	2006	978-0-618-54718-5	17

4. Curriculum Writers - Revision

Move to rescind and approve the following curriculum writers and amounts for the 2023-2024 school year: (Agenda 4/9/24, Section 13, D3):

Subject	Author	Amount
Rescind: Physical Education, Grades 1-4	Kathleen Keers-Nolde, Panayotis Tzetzos	\$650 each writer
Approve: Physical Education, Grade 1	Kathleen Keers-Nolde, Panayotis Tzetzos and Jennifer Korpon	\$275 each writer
Approve: Physical Education, Grade 2	Kathleen Keers-Nolde, Panayotis Tzetzos and Jennifer Korpon	\$275 each writer
Approve: Physical Education, Grade 3	Kathleen Keers-Nolde, Panayotis Tzetzos and Jennifer Korpon	\$275 each writer
Approve: Physical Education, Grade 4	Kathleen Keers-Nolde, Panayotis Tzetzos and Jennifer Korpon	\$275 each writer

5. ESL Writers

Move to rescind and approve the following curriculum writers and amounts for the 2023-2024 school year: (Agenda 6/13/23, Section 13, D3):

Subject	Author	Amount
Rescind:		
ESL, Grade 1-2 and 3-4	Adrianna Reyes	\$1,000
ESL, Grade: 5-8	Ellen Park	\$1,000
Approve:		
ESL, Grade: 6-8	Ellen Park	\$1,000
ESL Elementary Modification Guide	Adrianna Reyes	\$1,000

6. New Textbook

Move to approve the new textbook *CALCULUS 12e* for the class course, Honors Calculus.

7. In-Service Trainers

Move to approve the following certified staff to provide Professional Development for the In-service day on May 24, 2024, to be paid from ESSER grant funds at the rate of \$49/hour:

Name	Workshop	# of Hours
Mark Mooney	Pickleball	2 hrs
Nicholas Zaneto	Stretching & Circuit Training	2 hrs
Margo Banner, Jennifer Gumbrecht, Kelly Murphy	Ceramics	2 hrs each
Anais Ortega, Nickolas Vosinas	Viva la Cultura	2 hrs
Bonnie Stanski	Very Veggie	2 hrs
Jordyn Gallagher	Beginner Guitar	2 hrs
Jennifer Korpon	Yoga/Dance Fusion	2 hrs
Julie Youngman	Get a Clue Team Building	2 hrs

8. Curriculum Writers 2024-2025

Move to approve the following curriculum writers and amounts for the 2024-2025 school year:

Subject	Author	Amount
Mathematics: Kindergarten	Dr. Sandy Vorensky	\$1000
Mathematics: Grade 1	Dr. Sandy Vorensky	\$1000
Mathematics: Grade 2	Dr. Sandy Vorensky	\$1000
Mathematics: Grade 3	Jackie Salit	\$1000
Mathematics: Grade 4	Dr. Sandy Vorensky	\$1000
Mathematics: Grade 5	Dr. Sandy Vorensky	\$1000
Science: Kindergarten	Jonathan Nolde	\$1000
Science: Grade 1	Jonathan Nolde	\$1000
Science: Grade 2	Jonathan Nolde	\$1000
Science: Grade 3	Jonathan Nolde	\$1000
Science: Grade 4	Jonathan Nolde	\$1000
Science: Grade 5	Jonathan Nolde	\$1000
Science Lab: Grade 3	Jonathan Nolde	\$350
Science Lab: Grade 4	Jonathan Nolde	\$350
ELA: Kindergarten	Kristina Bormann	\$525

ELA: Kindergarten	Emily Sporer	\$525
ELA: Kindergarten	Sarah Masters	\$525
ELA: Grade 1	Kristina Bormann	\$650
ELA: Grade 1	Tara Palmeiri	\$650
ELA: Grade 2	Kristina Bormann	\$650
ELA: Grade 2	Melissa Savarese	\$650
ELA: Grade 3	Meghan Jenev	\$650
ELA: Grade 3	Erin Santasieri	\$650
ELA: Grade 4	Meghan Jenev	\$525
ELA: Grade 4	Jenny Pasquale	\$525
ELA: Grade 4	Lindsey Omark	\$525
ELA: Grade 5	Melissa Harley	\$425
ELA: Grade 5	Jennifer Muller	\$425
ELA: Grade 5	Emily Presuto	\$425
ELA: Grade 5	Emily Tzetos	\$425
Computer Science and Design Thinking K-2	Rebecca Klein	\$500
Computer Science and Design Thinking: Grade 3	Dr. Joe Fitzgibbons	\$350
Computer Science and Design Thinking: Grade 4	Dr. Joe Fitzgibbons	\$350
Computer Science and Design Thinking: Grade 5	Roseanna Misuraca	\$350
Writers Workshop	Amanda Shorr	\$500
Poetry of Song	Adam Levy	\$500
Calculus	Jonathan Stevens(revisit w/Kate)	\$1,000
Comprehensive Counseling Program: Grade 1-4	Erica Hsu	\$1,000
Comprehensive Counseling Program: Grade 5-8	Lauren Campbell	\$1,000
Comprehensive Counseling Program: Grade 9-12	Traci Grauer, Elizabeth DeMott, Leigh Hanbridge	\$525 each writer
Student Assistance Counseling Program	Samantha Rudin	\$1,000

9. Varsity Tutors

Move to approve Varsity Tutors for Schools, LLC, for the contracted tutoring services for 2023-2024 school year, to be paid using ESSER III funds not to exceed \$94,020.

10. Curriculum Writers - Revision

Move to rescind and approve the following curriculum writers and amounts for the 2023-2024 school year (Agenda 4/9/24, Section 13, D2):

Subject	Author	Amount
Rescind:		
Entrepreneurship	Karen Van de Castle	\$1,000
Digital Marketing	Karen Van de Castle	\$500
Business Info Management	Karen Van de Castle	\$500
Approve:		
Entrepreneurship	Eileen Wagenblast	\$1,000
Digital Marketing	Eileen Wagenblast	\$500
Business Info Management	Eileen Wagenblast	\$500

-----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