

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, NOVEMBER 26, 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		Ms. Killean	
Ms. Cook		Mr. Lifton	
Mr. Derflinger		Ms. Shrestha	
Mr. Glassberg		Dr. Spigner	
Dr. Johnson-Marcus		Mr. Suss	

5. Showcase of Success

❖ MHS Chamber Orchestra

The Metuchen High School Chamber Orchestra under the direction of Christopher McEwan is the premier string ensemble in the Metuchen School District. The Chamber Orchestra has routinely received the highest ratings possible at the CJMEA and NJMEA Orchestra Festivals, was the 2023 winner of the Rowan String Festival, performed at the 2024 NJEMA State Conference, and was selected this year to participate in the ASTA National Orchestra Festival in Atlanta Georgia. The Chamber Orchestra will perform along with the curricular orchestra ensemble, and MCO low string quintet at the MHS Winter Orchestra Concert on Monday December 9 at 7:00. Tonight, they will perform the first movement of the Serenade for Strings by Joseph Suk.

❖ Students with Perfect NJSLA Scores Spring 2024

Perfect NJSLA Score English Language Arts
MADELEINE AU
ANIKA BANGIA
EASHAAN BHATTACHARYYA
LEVI BOHRA
MARTIN BRENNAN
ALICE CARVALHO
JONATHAN CHEN
DANIEL CHOI
DAVID DICKMAN
ADA DOLAN
NATASHA DRAPKIN-CLARKE
SHAILEN GANDHI - no longer enrolled
EMMA GILLILAND-DUARTE
SUJAY GUPTA
EILEEN HE
CALEB HSUEH
VIBHA KARTHIK
ALEXIS LIN
LUCIENNE LIN
SOPHIE LOBO
JEREMY MARK
NELL MASSEY
KAITLYN MCCAULEY
ALEIA MICABALO
KAILASH MYERS
ASHLEY OUYANG
MILAN PANCHAL
AASHRITHA PASAM
ANYA PRABHAKAR
NICHOLAS TANG
JULIA TETI
JOAQUIN TORRES
ALEENA VARMA
SAYURI VOHRA
FIONA WERNERSBACH
Perfect NJSLA Score Mathematics
MACARIUS AU
ALICIA BLANCO
MICHAEL FAWCETT
CLAUDIA GU
AUDREY GUMNIC
TIMOTHY MARK
ROHAN MODHA
KAILASH MYERS
FELIX PEITZ

Perfect NJSLA Score Science
ROWAN BROWN
ETHAN GEARY
JACKSON GOULD
SAVAR TOTEJA

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

7. Presentations

- ❖ District Goals Update - Dr. Caputo

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

November 12, 2024	Special Business Meeting (1)
November 12, 2024	Special Business Meeting (2)
November 12, 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 - Extension

Move to extend the leave of absence of Michele Brinkerhoff, School Nurse at Metuchen High School, through approximately December 31, 2024 (Agenda 10/15/24, Section 13 A18).

2. Leave Replacement Extension

Move to extend the appointment of Sue Fackler, leave replacement for Michele Brinkerhoff, School Nurse at Metuchen High School, through approximately December 20, 2024, at a salary of \$311.76/day (Agenda 10/15/24, Section 13 A19).

3. Appointment - Metuchen High School Volunteer Coaches

Move to approve the following Metuchen High School volunteer coaches for the 2024-2025 school year as listed, pending criminal history clearance. (Agenda 5/28/2024, Section 13, A4, A5):

Metuchen High School	
Coach	Assignment
William Kilduff*	Boys Basketball
James Maggio*	JV Spring Baseball

*Represents Adjunct Coach

4. Appointment - Edgar Middle School Volunteer Student Advisor

Move to approve the following Edgar Middle School Student Advisor for the 2024-2025 school year as listed (Agenda 8/27/2024, Section 13, A3):

Edgar Middle School	
Advisor	Club
Vanessa Paragano	Cheer Club

5. Coaches - Revision

Move to rescind and approve the following Metuchen High School coaches for the 2024-2025 sports season as shown, pending criminal history clearance (Agenda 5/28/2024, Section 13, A4, A5):

Edgar Middle School			
Name	Coach	Step	2024-2025 Stipend
Rescind: Joseph Montuoro*	Head Wrestling Coach		\$3,700
Approve: Trey Jaworski	Head Wrestling Coach		\$3,700
Metuchen High School			
Name	Position		2024-2025 Stipend
Rescind: Kevin Coleman*	Assistant Wrestling Coach	2	\$6,996
Joseph Keagle	Assistant Wrestling Coach	3	\$7,190
Julie Youngman	Assistant Freshman Softball Coach	2	\$6,315
Approve: Kevin Coleman*	Assistant Wrestling Coach (.5)	2	\$3,498
Joe Keagle	Assistant Wrestling Coach (.5)	3	\$3,595
Joe Montuoro*	Assistant Wrestling Coach	1	\$6,803
Tracey Orcutt	Assistant/Freshman Softball Coach	1	\$6,119

*Represents Adjunct Coach

6. Salary Adjustment - Certificated Staff

Move to approve a change in base salary for Jaclyn Salit, Third Grade Teacher at Campbell School, from Step 3N, \$97,204/year, to Step 4N, \$99,518/year, as a result of her earning 30 credits beyond her Master's Degree (Master's +30), effective December 1, 2024.

7. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Alexis Wolford, Special Education Teacher at Edgar School, effective approximately February 7, 2025 through approximately June 30, 2025.

8. Appointment - Leave Replacement

Move to approve the appointment of Laura Petty, Leave Replacement for Samantha Murphy, Special Education Teacher at Campbell School, effective September 16, 2024 through approximately February 17, 2025, at a rate of \$150/day.

9. Leave of Absence Extension - Certificated Staff

Move to extend the leave of absence of Eileen Wagenblast, English Teacher at Metuchen High School, through approximately December 31, 2024 (Agenda 8/27/24, Section 13 A13).

10. Leave Replacement Extension

Move to extend the appointment of Eric Farwell, Leave Replacement for Eileen Wagenblast, English Teacher at Metuchen High School, through approximately December 20, 2024 (Agenda 8/27/24, Section 13 A30).

11. Resignation - Paraprofessional

Move to accept the resignation of Coleen Hines, Paraprofessional at Metuchen High School, effective December 13, 2024.

12. Appointment - Supervisor

Move to approve the appointment of Kristina Bormann, Supervisor for Metuchen School District, for the 2024-2025 school year, at a salary of \$120,000/year, prorated, effective November 27, 2024 through June 30, 2025.

13. Appointment of Substitutes

Move to approve the appointment of substitutes for the 2024-2025 school year as listed on the chart below, effective November 22, 2024, pending completion of substitute training and criminal history clearance:

2024-2025 Substitutes for Board Approval 11/12/24	
Pay Rates - \$105/day - Substitute with 30+ college credits	
\$110/day - Substitute with bachelor's degree (no teacher cert)	
\$115/day - NJ Teacher Certification	
\$16/hour - Paraprofessional Substitute	
\$16/hour - Secretary Substitute	
\$200/day - Nurse Substitute	
Sub Name	Certification/Sub Category
Farhana Omarzai	Substitute with college degree
Aarifah Bacchus	Substitute nurse

Rob Facchini	Substitute paraprofessional
Melissa Haskell	Substitute paraprofessional
Trent Leaf	Substitute with college degree
Angelina Toomey	Substitute with college degree
Avery Anderson	Substitute with college credits
Nicolette DiSerio	Substitute with college credits
Mayisha Dalmacy	Substitute nurse

14. Appointment - Cash Box

Move to approve Donna Corrigan for the 2024-2025 school year to handle the Cash Box at athletic events, at the following rates:

Position	MHS Football Games (per game)	MHS Basketball Games (per game)
Cash Box	\$ 78	\$ 67

15. Appointment - Leave Replacement

Move to approve the appointment of DejaMarie Rodriguez, Leave Replacement for Lauren Campbell, School Counselor at Edgar School, at a rate of \$311.76/day, effective approximately February 6, 2025, approximately through June 10, 2025.

16. Leave of Absence Extension - Administrative Assistant

Move to approve the extension of the leave of absence of Deborah Finden, Administrative Assistant to the Business Administrator, through approximately January 31, 2025 (Agenda 8/27/24, Section 13 A28).

17. Leave of Absence Extension - Certificated Staff

Move to approve the extension of the leave of absence of Sofia Lopes, 4th Grade Teacher at Campbell School, through June 30, 2025 (Agenda 8/13/24, Section 13 A8).

-----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 #
12/06/2024	12/06/2024	Rutgers Public School Collaboration	Azevedo, Suzy	Edgar	\$0	No cost	
12/11/2024	12/12/2024	Safety Care Recertification Training	Massaro, Isabella	CES	\$700	Other	
12/11/2024	12/11/2024	Heart Saver CPR/AED Classroom	Nalepa, Lindsay	MHS	\$139.99	FFPI	25-078
12/13/2024	12/13/2024	Vocabulary: Learning Words	Mertz, Emily	Edgar	\$180	FFPI	25-077
12/13/2024	12/13/2024	Vocabulary: Learning Words	Presuto, Emily	Edgar	\$180	FFPI	25-076

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1/13/ 2025	1/13/ 2025	Just-in-time Math Interventions	Doherty, Jennifer	CES	\$295	FFPI	25-075
1/21/ 2025	1/21/ 2025	Harassment, Intimidation, or Bullying (HIB) Training Program for New Jersey School Insurance Group	Mills, Heather	Central Office	\$215	Other	
1/30/ 2025	1/30/ 2025	AI to increase Math Learning & Productivity	Albanese, Edward	Edgar	\$295	FFPI	25-079
3/4/ 2025	3/4/ 2025	Enhance Your Reading Instruction: Practical Applications of the Science of Reading	Doherty, Jennifer	CES	\$295	FFPI	25-074
3/20/ 2025	3/20/ 2025	NJCTE Conference: Visual Literacy: Curricular Relevance for Modern Students	Manziano, Lou	Central Office	\$0	No cost	
3/31/ 2025	3/31/ 2025	Understanding and Protecting the Legal Rights of LGBTQIA+ School Leaders and Staff	Manziano, Lou	Central Office	\$0	No cost	

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, 2024.

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 26, 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.

4. Resolution to Auction Personal Property

WHEREAS, the Metuchen Board of Education (“Board”) has personal property that is no longer needed for school purposes; and

WHEREAS, the Board desires to retain the services of an e-procurement company to auction off the property; and

WHEREAS, the total cost of the payments to the e-procurement company is anticipated to be less than fifteen percent (15%) of the Board's bid threshold; and

WHEREAS, the Board desires to use the services of GovDeals, Inc. to provide the e-procurement services; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et seq., the Board may contract directly with a vendor when the value of the services is anticipated to be less than fifteen percent (15%) of the Board's bid threshold.

NOW, THEREFORE, BE IT RESOLVED that the Metuchen Board of Education hereby awards a contract for online auction services to GovDeals, Inc. to dispose of the Board's personal property no longer needed for school purposes.

BE IT FURTHER RESOLVED that the Administration is authorized to take such further steps as necessary to effectuate the purposes of this resolution.

5. Approval of Easements

WHEREAS, the Metuchen Board of Education ("Board") is the owner of real property located at Block 25.01, Lot 1, in Metuchen, New Jersey, also known as 400 Grove Avenue (the "Property"); and

WHEREAS, the State of New Jersey through the New Jersey Department of Transportation requires an easement over and across the Property for, among other purposes, the construction of a sidewalk; and

WHEREAS, the State has offered the Board the sum of \$80,000.00 in exchange for the easement; and

WHEREAS, the Board has determined the Property is no longer needed for school purposes and desires to sell an easement in the Property to the State in accordance with the terms and conditions of the Sidewalk Easement Agreement, a copy of which is attached hereto.

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

BE IT FURTHER RESOLVED that the Board hereby authorizes the sale of the easement in the Property to the State for the sum of \$80,000.00 and approves the Sidewalk Easement Agreement.

BE IT FURTHER RESOLVED that the Board President is authorized to sign the Sidewalk Easement Agreement and any other documents necessary to effectuate the purposes of this resolution.

6. BCBA Services - Update

Move to approve Brett DiNovi & Associates as a provider of independent BCBA services for the 2024-2025 school year, at a rate of \$135.00/hour and Clinical Associates services at a rate of \$60.50/hour, not to exceed \$300,000 (Agenda 6/25/2024, Section 13, B28).

7. Professional Development

Move to approve Magnolia Consulting Group to provide professional development for Special Education teachers for the 2024-2025 school year on behavior strategies and interventions, not to exceed \$5,600 (IDEA grant funded).

8. Out of District Student Placement - Termination

Move to approve the termination of the following OOD placement for the 2024-2025 school year (Agenda 8/27/2024, Section 13, B6):

ID#	School	Total
2029030	Collier School	\$69,660.00

-----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.

- METHS091924001

2. Second Reading of Policies and Regulations

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

- ❖ P 0141 Board Member Number and Term
- ❖ P 0164.6 Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- ❖ P 2200 Curriculum Content (M)
- ❖ P & R 3160 Physical Examination (M)
- ❖ P & R 4160 Physical Examination (M)
- ❖ R 5200 Attendance (M)
- ❖ P 5337 Service Animals
- ❖ P & R 5350 Student Suicide Prevention (M)
- ❖ P 7231 Gifts From Vendors (M) (Abolished)
- ❖ P 8420 Emergency and Crisis Situations (M)
- ❖ P & R 8467 Firearms and Weapons (M)
- ❖ P 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
- ❖ R 2464 Gifted and Talented Students

3. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for November 11, 2024 - November 22, 2024.

-----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	Sussex County Fairgrounds Weihnachtsmarkt	Grades 7-12; Students study holiday traditions in German-speaking countries as part of the approved curriculum. This cultural event gives students an authentic experience they would have during the holidays in a German-speaking country.	Susan Paredes, Rachel DiVanno, Charmane Montgomery, Nick Tay, Margaret Banner, Jillieanna Peguero, Andrea Elton, Lou Manziano, Leigh Hanbridge, Ashley Jaye	12/6/2024	100	\$0	10 subs needed
MHS	Menlo Park Mall	Grades 9-12; Students will have the opportunity to explore the mall and shop with their typically developing peers. This is a trip that we have done annually for the last few years and the students really look forward to it. They will work on budgeting and paying for items with their money.	Christina Dybas, Beth Abbott, Dawn Valovcin, Michelle Schutz, Joseph DiMeglio, Nicole Benfatti, Emily Rebello, Janine Haulenbeek, Anne Dellasala, Coleen Hines	12/13/2024	39	\$80	no subs needed
MHS	Campbell School	Grades 9-12; This is our annual winter holiday concert we perform for the students of Campbell School. We play a culturally diverse program of music that educated the students about the season but also about the musical instruments in the band. We also use this to encourage the students to become involved in our music department.	John Messenger and John Flynn	12/17/2024	88	\$120(2 busses) & \$200 (1 Ryder Truck)	1 sub needed

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Moss	Metuchen Public Library	Grade K; Students will engage in community based instruction to the Metuchen Public Library to generalize communication, social and ELA goals outside of the classroom and practice engaging within the community.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Kaitlyn Kodersha, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Sandy Iacona, Laura Hermans, Lauren Corrigan, Neha Jansari, Farhana Khan, Katie Upshaw	1/10/2025	9	\$60	no subs needed
MHS	Highland Park Senior Center	Grades 9-12; Members of the Asian Heritage Club will be performing Lion and Dragon Dance in celebration of Lunar New Year for the Highland Park Senior Citizens	Yoko Kato	1/28/2025	16	\$75	1 sub needed
Moss	Tiny Town	Grade K; Demonstrate emerging awareness of print Students will engage in community based instruction to Tiny Town to generalize social emotional/behavioral skills, communication goals, and play skills outside of the classroom and practice them within a community setting.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Kaitlyn Kodersha, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Sandy Iacona, Laura Hermans, Lauren Corrigan, Neha Jansari, Farhana Khan, Katie Upshaw	2/14/2025	9	\$60	no subs needed

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MHS	Sky Zone	Grades 9-12; The students will be in the community and have the opportunity to communicate their needs and wants to their peers, as well as practice modeling desired behaviors in the community. For example, using manners, requesting items, following proper safety guidelines in the community	Christina Dybas, Beth Abbott, Dawn Valovcin, Joseph DiMeglio, Michelle Schutz, Janine Haulenbeek, Anne Dellasala, Nicole Benfatti, Emily Rebelo.	2/21/2025	39	\$80	no subs needed
MHS	Walmart	Grades 10-12; This trip is to replenish items for coffee cart CRP1 Act as a responsible and contributing citizen CRP2 Apply appropriate academic and technical skills CRP3 Attend to personal health and financial wellbeing CRP4 Communicate clearly and effectively and with reason CRP5 Consider the environmental, social and economic impacts of decisions CRP8 Utilize critical thinking to make sense of problems and persevere in solving them	Dawn Valovcin, Christina Dybas, Michelle Schutz, Joseph Dimeglio	3/7/2025	7	\$80	no subs needed
MHS	Color Me Mine	Grades 10-12; This is a creativity, socialization and leisure experience CRP1 Act as a responsible and contributing citizen and employee CRP2 Apply appropriate academic and technical skills CRP6 Demonstrate creativity and innovation	Dawn Valovcin, Christina Dybas, Michelle Schutz, Joseph DiMeglio	3/14/2025	7	\$80	no subs needed

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MHS	New Brunswick via Train	Grades 6-12; This trip is to acquire train competency skills CRP1 Act as a responsible and contributing citizen CRP2 Apply appropriate academic and technical skills CRP3 Attend to personal health and financial wellbeing CRP4 Communicate clearly and effectively and with reason CRP8 Utilize critical thinking to make sense of problems and persevere in solving them	Dawn Valovcin, Christina Dybas, Alexis Wolford, Michelle Schutz, Joseph DiMeglio, Brendan McCunney	3/21/2025	10	\$80	no subs needed
MHS	National Jazz Festival: Philadelphia	Grades 9-12; Allowing students to attend the National Jazz Festival offers a wealth of educational benefits. It provides them with cultural exposure to the rich history & diversity of jazz, deepening their appreciation for different musical traditions. Experiencing live performances allows students to grasp the artistry & spontaneity inherent in jazz, while networking opportunities with professional musicians can inspire their own musical aspirations. The festival will include workshops & masterclasses led by experienced artists, offering hands-on learning experiences.	John Messenger and Robyn Keyes	3/22/2025	30	\$0	no subs needed

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MHS	Majestic Lanes Bowling Alley	Grades 9-12; Students will work with their typically developing peers to learn how to bowl. Students will partner up and work together to problem solve and enjoy learning a new activity.	Christina Dybas, Beth Abbott, Dawn Valovcin, Joseph DiMeglio, Michelle Schutz, Janine Haulenbeek, Anne Dellasala, Emily Rebelo, Nicole Benfatti	4/11/2025	39	\$80	no subs needed
EMS	Somerset Patriots Game	Grade 6; Education day- students will complete a packet prior to and after the game. These exercises focus on how baseball connects to math, science, language arts, and social studies.	Kristin Bruno, Paul Mruzinski, Ken Smith, Karen Logan, Caroline Forde, Rebecca Dwyer, Suzy Palmer, Julia Vaughn, Beth McLaughlin, Allyson Rescorl, and a school nurse	5/28/2025	198	\$0	no subs needed
MHS	Band Camp: Camp Wayne for Boys	Grades 8-12; This annual band camp provides the marching band with the days, times, space, and facilities necessary to learn their competitive field show. Students are refining their musical skills while also building relationships with one another, an important aspect of being a successful team. The academic and social and emotional student growth achieved at band camp is paramount to our success.	John Messenger, John Flynn, Dillon Fernandes, and coaches TBD	8/17/2025 - 8/21/2025	100 (estimate)	\$0	no subs needed

2. Student Intern

Move to approve the following student intern from the Graduate School Counseling Program at Rutgers University, in the Metuchen Public School District for the Spring 2025 school year.

Name	School	Supervisor
Anne Gambourg	EMS	Lisa Chango

3. ESL Guide

Move to approve the implementation of the following curriculum guide:

Curriculum Guide	
Subject/Course	Grade
ESL	6-8

-----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

Vincent Caputo
Vincent Caputo (Dec 8, 2024 14:02 EST)


20241126 Board Agenda


Final Audit Report


2024-12-08


Created:	2024-12-06
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