

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, JANUARY 28, 2025

**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. Bhatt	P	Ms. Killean	A
Ms. Cheatham	P	Mr. Lifton	P
Mr. Derflinger	P	Ms. Shrestha	A
Mr. Glassberg	P	Dr. Spigner	P
Dr. Johnson-Marcus	P	Mr. Suss	P

5. Showcase of Success

❖ Edgar School Musical

The Edgar Middle School Drama Club proudly presents Finding Nemo Junior, a musical adaptation of the 2003 Pixar film. Join us at Metuchen High School on January 31st and February 1st at 7:00pm and February 2nd at 2:00pm. Marlin, an anxious and over-protective clownfish, lives in the Great Barrier Reef with his kid Nemo, who longs to explore the world beyond their anemone home. But when Nemo is captured and taken to Sydney, Marlin faces his fears and sets off on an epic adventure across the ocean. With the help of lovable characters such as optimistic Dory, laid-back sea turtle Crush, and the supportive Tank Gang, Marlin and Nemo both overcome challenges on their journey to find each other and themselves. Tonight, Karen Blevins and Emory Gordon will preview our show with a performance of “Just Keep Swimming”.

❖ GEOY and ESP Recipients
Moss - Jennifer Korpon and Pam Malone

Campbell - Jennifer Pasquale and Amrita Bindra
Edgar - Caroline Forde and Mary Jo Paulmenn
Metuchen High School - Ann Leghorn-Orapallo and Christina Theiss

The Geoyos and Esps made speeches and greeted the Board.

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

7. Presentations - None

8. Reports

- ❖ President's Report - None
- ❖ Superintendent's Report - None
- ❖ Committee Reports

Mr. Glassberg let the public know when the next Construction Committee meeting would be.

Mr. Derflinger gave a report on the Curriculum Committee.

- ❖ Student Board Member Report - None

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

January 7, 2025	Special Business Meeting (1)
January 7, 2025	Special Business Meeting (2)
January 7, 2025	Board Meeting

Dr. Johnson-Marcus motioned. Mr. Derflinger seconded. Motion carried 7-0-1. Mr. Suss 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)

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. Retirement - Paraprofessional

Move to accept, with regret, the retirement of Hope Serratelli, Paraprofessional at Campbell Elementary School, effective July 1, 2025.

2. Resignation - Certificated Staff

Move to accept the resignation of Tomasz Sobieniak, Math Teacher at Metuchen High School, effective March 10, 2025, or earlier if a replacement is found.

3. Leave of Absence - Paraprofessional

Move to approve the leave of absence of Abeera Faizan, Paraprofessional at Campbell School, effective approximately May 1, 2025 through June 30, 2025.

4. Salary Adjustment - Certificated Staff

Move to approve a change in base salary for Jennifer Korpon, PE and Dance Teacher at Moss School, from Step 1D, \$35,505/year (.6 teacher), to Step 2D, \$36,392/year (.6 teacher), as a result of her earning 30 credits beyond her Bachelor's Degree (Bachelor's +30), effective February 1, 2025.

5. Appointment - Leave Replacement

Move to approve the appointment of Lisa Lombardi, Leave Replacement for Alexis Wolford, Special Education Teacher at Edgar Middle School, effective approximately January 22, 2025 through approximately June 10, 2025, at a rate of \$311.76/day.

6. Appointment - Leave Replacement

Move to approve the appointment of Marjorie Rosenberg, Leave Replacement for Michele Gouveia, Special Education Teacher at Edgar School, effective approximately January 27, 2025 through approximately March 26, 2025, at a rate of \$311.76/day.

7. Leave of Absence - Extension

Move to extend the leave of absence of Gayathri Karthik, Paraprofessional at Moss School, through approximately January 31, 2025 (Agenda 1/7/25, Section 13, A11).

8. Appointment - Additional Event Staff

Move to approve the following additional Event Staff for the 2024-2025 school year, effective January 28, 2025 (Agenda 8/8/23, Section 13 A10):

Shannon Connors	Allison Sullivan	Nicolette Jomo	Michael Butler
Paul Mruczinski	John Butler	Nicholas Tay	

9. Appointment- Substitute Custodian

Move to approve the appointment of Veronica Acosta, Substitute Custodian for Metuchen Public Schools, at a rate of \$16/hour, effective January 29, 2025, pending criminal history clearance.

10. Leave of Absence - Extension

Move to extend the leave of absence of Michele Brinkerhoff, School Nurse at Metuchen High School, through approximately February 11, 2025 (Agenda 11/26/24, Section 13, A2).

11. Leave Replacement - Updated Start Date

Move to approve the updated start date of Dejamarie Rodriguez, Leave Replacement for Lauren Campbell, School Counselor at Edgar Middle School, effective January 30, 2025 through approximately June 10, 2025 (Agenda 11/26/24, Section 13, A15).

12. Appointment - Metuchen High School Volunteer Advisors

Move to approve the following Metuchen High School volunteer advisors for the 2024-2025 school year as listed (Agenda 5/28/2024, Section 13, A5):

Metuchen High School	
Advisor	Assignment
Elizabeth Dorsa	Business and Investment/DECA Club
Elizabeth Dorsa and Chris Giddes	Innovative Impact Club

13. Clubs and Co-Curricular Activities

Move to approve the following club for the 2024-2025 school year as listed:

Metuchen High School		
Name	Position	Stipend
Approve: Lindsay Nalepa	Tomorrow's Teachers Club (C)	\$1,611
Edgar Middle School		
Name	Position	Stipend
Approve: Laurie Toth	Cheer Club (B)	\$1,376

14. Appointment of Substitutes

Move to approve the appointment of substitutes for the 2024-2025 school year as listed on the chart below, effective January 16, 2025, pending completion of substitute training and criminal history clearance:

2024-2025 Substitutes for Board Approval 1/28/25	
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
Diane Battaglia	Substitute secretary
O'Hara Fitzgerald	Substitute with college credits
Zahur Malik	Substitute with college credits
Susan Williams	Substitute paraprofessional
Eve Tricarico	1:1 Nurse Substitute
Sarah Hausser	Substitute paraprofessional
Dilfuza Latipova	Substitute with teacher certification
Tracey Orcutt	Substitute with college degree
Jaclyn Galligan	Substitute with college credits

Jessica Weiss	Substitute with college degree
Natalia Campione	Substitute with college degree

15. Informal Mentors

Move to approve the following staff to serve as informal mentors for the 2024-2025 school year, effective January 16, 2025, to be paid at a rate of \$50/hour, not to exceed 6 hours:

Teacher	School	Informal Mentor
Lisa Lombardi	EMS	Christina Dybas
Marjorie Rosenberg	EMS	Beth McLaughlin

16. Staff and Parent Academy Workshops

Move to approve the following staff members to provide staff professional development and parent academy workshops on Artificial Intelligence, at a rate of \$50/hour, including planning:

Name	# of hours
Andrea Agnone	2 hrs
Caroline Forde	4 hrs

17. Leave Replacement Extension

Move to extend the appointment of Sue Fackler, leave replacement for Michele Brinkerhoff, School Nurse at Metuchen High School, through approximately February 11, 2025 (Agenda 12/10/24, Section 13 A14).

18. Leave of Absence Extension

Move to extend the leave of absence of Marian Sharkawy, Paraprofessional at Edgar School, through June 30, 2025 (Agenda 10/15/24, Section 13 A17).

19. Updated Job Description - Board Certified Behavior Analyst

Move to approve the updated job description of the Board Certified Behavior Analyst (BCBA) for Metuchen Public Schools, as stated on the attachment.

20. 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 March 31, 2025 (Agenda 8/27/24, Section 13 A28 and Agenda 11/26/24, Section 13 A16).

Dr. Johnson-Marcus motioned. Mr. Glassberg seconded. Motion carried 8-0-0.

-----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 November 30, 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 January 28, 2025 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. Nonpublic Security Aid

Move to approve the following nonpublic security aid for the 2024-2025 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	11	Misc	Unfinished Classroom Door USA/Masonite Wood Door w/1/2 Glass & 2 Bottom Applied Panels		\$13,919.40
St. Francis Cathedral School	Hogan Security Group	11	NGPFull	L-PC-1/4' - FRA-GT118 - High Impact Rated Glass w/Lite kit and Glazing Tape		\$6,105.00
St. Francis Cathedral School	Hogan Security Group	12	Select	SL300 x 83" x SDTF - Hinge - Continuous		\$5,568.00
St. Francis Cathedral School	Hogan Security Group	13	Sargent	SC-IOXGOS x LL x 0-bitted x US26D - Cyl Lockset (w/thru-bolts.)		\$9,620.00
St. Francis Cathedral School	Hogan Security Group	2	Ives	8400 4"H X 34" x B-CS x US32D - Kick Plate		\$1,004.56
St. Francis Cathedral School	Hogan Security Group	110	Stock-LBR	HCESC Technician Labor		\$20,900.00

4. Change Order M&M Construction and Athletic Field of America

Move to approve the change order as listed below:

Change Order #	Description	Amount
9	Additional insulation per ASI 22 R at CES	\$11,160.89

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11	Additional shoring rental for Oct 2024, Add- HS-Cafeteria Corridor revisions	\$37,058.12
AFOA	Paint and adjust goal posts	\$9,319.79

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 #
3/23/2025	3/26/2025	NJ Schools Building & Grounds Assoc. Annual Expo/Conference	Colegrove, Darren	District	Not to exceed \$1,000, including conference, hotel, mileage, tolls, parking	Other	
3/23/2025	3/26/2025	NJ Schools Building & Grounds Assoc. Annual Expo/Conference	Shanley, Brian	CO	Not to exceed \$500, including hotel, mileage, tolls, parking	Other	
2/7/2025	2/7/2025	The Art of Social Justice: Empowerment	Baird, Alexa	MHS	\$62	Other	
2/12/2025	2/12/2025	Navigating the Social Media Age: The Talk to You Up to Date	Lezama, Ann	MHS	\$60	FFPI	25-097
2/24/2025	2/25/2025	2025 NJAPHERD Annual Convention	Mooney, Mark	MHS	\$350	FFPI	25-101
2/26/2025	2/26/2025	Middlesex County G&T Consortium Meeting	Jaye, Ashley	Central Office	\$0	No cost	
2/27/2025	2/27/2025	Enjoy Thinking: Reimagining Elementary Math Education	Vorensky, Sandra	Edgar	\$98.93	FFPI	25-098
2/28/2025	2/28/2025	NJ STEM Pathways NJ STEM Month Kickoff	Lemerich, Kathryn	Central Office	\$26.13	Other	
3/3/2025	3/3/2025	2nd Annual Tri-State High School Psychology Teacher Workshop	Connolly, Laura	MHS	\$20.34	FFPI	25-099
3/7/2025	3/7/2025	Mapping History	Connolly, Laura	MHS	\$54.74	FFPI	25-100

6. Independent ABA Services

Move to approve The Special Education Teacher, a franchisee of Hi5ABA, as a provider of independent BCBA services at a rate of \$115/hour for the 2024-2025 school year not to exceed \$75,000.

7. Technology Equipment Purchase

Move to approve the purchase of 45 SMART Boards for newly constructed classrooms and other instructional spaces for \$214,035. Vendor is CDW Government. Contract: Educational Services Commission of New Jersey (ESCNJ/AEPA-22G).

Mr. Suss motioned. Mr, Lifton seconded. Motion carried 8-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for January 6, 2025 - January 24, 2025.

2. Second Reading of Policy

Move to approve the second reading of the following policy:

- ❖ P 2365 Acceptable Use of Generative Artificial Intelligence (AI)

3. NJ DOE Equivalency Application

Move to approve the submission of the New Jersey Department of Education Equivalency Application for the New Jersey Quality Single Accountability Continuum (QSAC) for the 2024-2025 school year.

4. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- METHS120524001
- EMS121124001
- EMS121124002
- EMS121724001
- EMS121824001

5. School Calendar

Move to approve the district calendar for the 2025-2026 school year.

Dr. Spigner motioned. Mr. Suss seconded. Motion carried 7-0-1. Ms. Cheatham abstained.

-----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	Manasquan Bank	Grade 12; CRP1 Act as a responsible and contributing citizen and employee CRP2 Apply appropriate academic and technical skills CRP3 Attend to personal health and financial well-being	Dawn Valovcin, Christina Dybas, Michele Schutz, J DiMeglio	1/31/ 2025	8	\$50	no subs needed

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MHS	NJ Consumer Bowl Competition at Middlesex County Fire Academy	Grade 12; Students will compete in the NJ Consumer Bowl Competition. The snow date for this event is March 5.	Yoko Kato, Elizabeth Dorsa	2/27/2025 (snow date 3/5/2025)	5	\$150	1 sub needed
MHS	Campbell Elementary School	Grade 12; Safety Ambassadors Trip	Sarah Karger, Danielle Cermak	3/5/2025	8	\$50	1 sub needed
MHS	Seneca High School, Tabernacle, NJ	Grades 9-12; Students will attend the FRC Robotics Competition	Kevin Smedley	3/8/2025 3/9/2025	30 30	\$440 \$440	no subs needed no subs needed
MHS	Bensalem Township High School, Bensalem, PA	Grades 9-12; Students will attend the FRC Robotics Competition	Kevin Smedley	3/22/2025 3/23/2025	30 30	\$420 \$420	no subs needed no subs needed
MHS	Repertorio Espanol New York, NY	Grade 12; Students will view a live theater production of "La Casa de Bernarda Alba". The play, written by Spanish playwright Federico Garcia Lorca is in the list of texts the class reads in preparation for the AP Spanish Literature exams. Students will have read play in class and as they see the version directed by Rene Buch. He often starts and ends each play with a question / answer period in which students have the chance to comment on similarities and differences between the text and the play. This opportunity will enrich students' comprehension of Lorca's vision of Nationalist Spain during the Spanish Civil war.	Karin Flores	4/23/2025	7	\$0	1 sub needed
MHS	TIA Atlantic Coast Championship, Wildwood, NJ	Grades 9-12; This jazz band competition to compete at the Tournament Indoor Association Atlantic Coast Jazz Band Championships will provide an invaluable educational experience with a focus on several key objectives. First, the students will work together toward a common goal, uniting their efforts to prepare for and perform at a high level. This collaboration will not only strengthen their musical abilities but also	John Flynn, John Messenger	5/2/2025	21	\$1,230 for 1 Bus & Truck cost TBD	1 sub needed

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		foster teamwork and communication. The event will allow the students to delve deeper into the intricacies of the jazz big band idiom, offering opportunities to refine their skills in a dynamic, real-world context.					
MHS	Six Flags Great Adventure	Grade 12; The class of 2025 has been fundraising for this trip for the past four years. This will serve as a culminating event to bring the seniors together to celebrate their upcoming graduation.	Sean Rappleyea, Emily Caponigro(plu s five more TBD)	5/28/2025	180	\$0	7 subs needed

2. Leadership Internship

Move to approve Julie Youngman and Molly Yelencsics to complete their Educational Leadership Internship in association with William Paterson University effective March 24, 2025 through July 6, 2025, with principal Ed Porowski as their site-based mentor.

3. Professional Development - Rescind

Move to rescind Magnolia Consulting Group to provide professional development for I&RS and 504 teams on tiered interventions and supports, not to exceed \$5,600 (Agenda 11/12/24, Section 13, D3).

4. Professional Development - Rescind

Move to rescind 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) (Agenda 11/26/2024, Section 13, B7).

5. Professional Development

Move to approve F Jones Consulting & Team, LLC DBA Magnolia Consulting Group to provide professional development for I&RS and 504 teams on tiered interventions and supports, for the 2024-2025 school year, not to exceed \$5,600.

6. Professional Development

Move to approve F Jones Consulting & Team, LLC DBA 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) (Agenda 11/26/2024, Section 13, B7).

7. Curriculum Guides

Move to approve the implementation of the following revised curriculum guides:

Subject/Course	Grade
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Physical Education	K
Physical Education	1
Physical Education	2
Physical Education	3
Physical Education	4
Physical Education	5
Physical Education	6
Physical Education	7
Physical Education	8
Physical Education	9
Physical Education	10
Physical Education	11
Physical Education	12
Health	K
Health	1
Health	2
Health	3
Health	4
Health	5
Health	6
Health	7
Health	8
Health	9
Health: Driver's Education	10
Health	11
Health	12

8. ESSA (Every Student Succeeds Act) Grant 2024-2025

Move to approve the district’s ESSA Grant Carryover funds for 2024-2025 school year to accept the allocations and intended use as per the application.

Title	Total Carry over	Public Carry over	Non Public Carry over
Title IA	\$2,190	\$13	\$2,177
Title IIA	\$2,446	\$1,981	\$465
Title III	\$0	\$0	\$0
Title III Immigrant	\$618	\$618	\$0
Title IVA	\$5,431	\$4,397	\$1,034

9. Professional Development Title IV

Move to approve teachers from St. Francis Cathedral School to attend the 2025 National Symposium education conference, using ESEA Title IIA Non-Funds not to exceed \$4,229.

Name
Kathleen Dalton
Shira Barbone

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

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

- 14. **Meeting Open to Public** (*for any topic*) - None
- 15. **Announcements** - Ms. Cheatham gave 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

Dr. Johnson-Marcus motioned to adjourn. Mr. Derflinger seconded. All in favor.

Adjournment at 8:40 pm.

Vincent Caputo
Vincent Caputo (Feb 17, 2025 13:46 EST)


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Final Audit Report


2025-02-17


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