

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

**TUESDAY, JUNE 24, 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 Star Ledger, The Home News and Tribune and by filing a copy with the Borough Clerk as prescribed by this law.

4. Roll Call

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

5. Showcase of Success

- ❖ Valedictorians - Ethan Geary and Lucas Valera

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

7. Presentations

- ❖ District Goals Final Report - Dr. Caputo gave his presentation.

8. Reports

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

Mr. Glassberg gave a report on the Construction Committee.

Ms. Killean gave a report on the Extra-curricular/Athletics Committee.

Mr. Suss gave a report on the Finance/Facilities Committee.

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

June 10, 2025	Special Business Meeting (1)
June 10, 2025	Special Business Meeting (2)
June 10, 2025	Board Meeting

Dr. Johnson-Marcus motioned. Mr. Derflinger seconded. Motion carried 8-0-1. 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. Rescind Summer Work - Metuchen High School Band Camp

Move to rescind and approve the following staff for 2025 summer work at Metuchen High School band camp (Agenda 6/10/2025, Section 13, A25):

Name	# of Days	Per Diem Rate	Assignment
Rescind: Jason Gomez	5	Part of Contracted Stipend	Marching Band Camp
Approve: David Patterson Jr.*	5	Part of Contracted Stipend	Marching Band Camp

*pending criminal history clearance

2. Appointment - Substitute Nurses

Move to approve the appointment of the following substitute nurses for the 2025-2026 school year, at a rate of \$210/day:

Hireschel Berame	Pam Hicks
Mayisha Dalmacy	Kim Galeota
Sue Fackler	Eve Tricarico

3. Appointment – 1:1 Substitute Nurses

Move to approve the appointment of the following substitute 1:1 nurses for the 2025-2026 school year, at a rate of \$280/day:

Hireschel Berame	Mayisha Dalmacy
Kim Galeota	Eve Tricarico

4. Appointment – 1:1 Nurse

Move to approve the appointment of Laura Hermans, 1:1 Nurse at Moss School, for the 2025-2026 school year, at a rate of \$50.38/hour.

5. Extended School Year Special Services Staff - Certificated Staff

Move to approve the following as special services staff for the 2025 Extended School Year Program:

Certificated Staff				
Name	Program	Per Diem Rate	Up to # of Days	Total
Michele Herold	Preschool	\$ 372.03	20	\$ 7,440.60
Jessica Kovacs	Preschool	\$ 335.14	20	\$ 6,702.80
Shannon MacMenamie	Preschool	\$ 335.14	20	\$ 6,702.80
Lauren Corrigan	Special Class MD K	\$ 331.08	20	\$ 6,621.60
Sarah Masters	Resource K	\$ 357.57	20	\$ 7,151.40
Julie Anderson	Resource 1	\$ 565.51	20	\$ 11,310.20
Ellissa Cadel	Resource 1 &2	\$ 478.11	20	\$ 9,562.20
Elizabeth Rentenberg	Resource 3	\$ 421.62	20	\$ 8,432.40
Vin Signorile	Resource 2 & 3	\$ 357.57	20	\$ 7,151.40
Francine Galassa	Resource 4	\$ 399.93	20	\$ 7,998.60
Andrea Agnone	Resource ELA 5	\$ 357.57	15	\$ 5,363.55
Alicia Haller	Resource Math 5	\$ 416.03	15	\$ 6,240.45
Brian Jeney	Special Class MD 1-2	\$ 354.73	20	\$ 7,094.60
Emily Almeida	Special Class MD 3-4	\$ 329.73	20	\$ 6,594.60
Christina Dybas	Special Class MD 5-8	\$ 416.03	20	\$ 8,320.60
Dawn Valovcin	Special Class MD 18-21	\$ 471.08	20	\$ 9,421.60
Beth McLaughlin	Resource Math 6-12	\$ 442.70	15	\$ 6,640.50
Becky Dwyer	Resource ELA 6-12	\$ 421.62	15	\$ 6,324.30
Steve Cichetti	Credit Recovery	\$ 532.95	15	\$ 7,994.25

Name	Program	Per Diem	Up to # of Days	Total
Nga Pham	ESY Nursing	\$ 390.63	20	\$ 7,812.60
Jillieanna Peguero	ESY Nursing	\$ 337.84	20	\$ 6,756.80
Sue Fackler	ESY sub Nursing	\$ 210.00	TBD	TBD

Name	Program	Per Diem	Up to # of Days	Total
Isabella Massaro	ESY Behaviorist	\$ 557.43	20	\$ 11,148.60

Name	Program	Hourly Rate	Up to	Total
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			# of Hours	
Nga Pham	Summer Programs Nursing	\$ 65.11	TBD	TBD
Jillieanna Pequero	Summer Programs Nursing	\$ 56.31	TBD	TBD
Amanda Marciante	Summer Programs Nursing	\$ 56.76	TBD	TBD
Michele Brinkerhoff	Summer Programs Nursing	\$ 79.69	TBD	TBD
Laura Hermans	ESY 1:1 Nursing	\$ 50.38	TBD	TBD

Name	Program	Per Diem	Up to # of Days	Total
Emily Bianchi	ESY speech therapy	\$ 367.36	20	\$ 7,347.20
Eric Stein	ESY speech therapy	\$ 542.74	10	\$ 5,427.40
Emily Rebelo	ESY speech therapy	\$ 367.36	10	\$ 3,673.60

Name	Program	Hourly Rate	Up to # of Hours	Total
Emily Bianchi	CST speech evals and meetings	\$ 61.23	TBD	TBD
Eric Stein	CST speech evals and meetings	\$ 90.46	TBD	TBD
Emily Rebelo	CST speech evals and meetings	\$ 61.23	TBD	TBD
Emily Peluso	CST speech evals and meetings	\$ 78.51	TBD	TBD

Name	Program	Hourly Rate	Up to # of Hours	Total
Courtney Crawford	Summer Institute-Transitions	\$ 51.00	36	\$ 1,836.00
Nicole Benfatti	Summer Institute-Transitions	\$ 51.00	16	\$ 816.00
Erica Hsu	Summer Institute- Transitions	\$ 51.00	48	\$ 2,448.00
Jeremy Barnes	Summer Institute-Transitions	\$ 51.00	48	\$ 2,448.00

6. Extended School Year Special Services Staff - Child Study Team

Move to approve the following Child Study Team Staff for the 2025 Extended School Year Program:

Child Study Team Summer Work				
Name	Position	Per Diem Rate	Up to # of Days	Total
Amrita Bindra	Psychologist	\$ 399.93	14	\$ 5,599.02
Christina Theiss	Psychologist	\$ 561.11	14	\$ 7,855.54
Dana Donatelli	Psychologist	\$ 544.76	18	\$ 9,805.68
Karen Calantoni	Learning Consultant	\$ 442.70	18	\$ 7,968.60
Kaitlyn Kodersha	Social Worker	\$ 416.03	18	\$ 7,488.54
Nicole Benfatti	Learning Consultant	\$ 544.76	14	\$ 7,626.64
Karla Riera	Learning Consultant	\$ 568.58	14	\$ 7,960.12
Lisa Granados	Social Worker	\$ 561.11	14	\$ 7,855.54
Tara Siesputowski	Learning Consultant	\$ 376.10	14	\$ 5,265.40
Courtney Crawford	Psychologist	\$ 435.84	14	\$ 6,101.76

7. Extended School Year Special Services Staff- Paraprofessionals

Move to approve the following paraprofessionals for the 2025 Extended School Year:

Special Education In-District Extended School Year 2025- Paraprofessionals				
Name	Program	Hourly Rate	Up to# of Hours	Total
Pam Malone	Preschool Disabled- MIPP	\$ 22.82	90	\$2,053.80
Emily Sanchez	Preschool Disabled- MIPP	\$ 27.78	90	\$2,500.20
Avery Anderson	Preschool Disabled- MIPP	\$ 21.32	90	\$1,918.80
Nicole Lewis	Preschool Disabled- MIPP	\$ 21.62	90	\$1,945.80
Sandra Spinelli	Preschool Disabled- MIPP	\$ 22.22	90	\$1,999.80
Sharon Mok	Preschool Disabled- MIPP	\$ 21.92	90	\$1,972.80
Donna Delvescovo	Resource K	\$ 21.62	90	\$1,945.80
Gayathri Karthik	Resource 1	\$ 22.22	90	\$1,999.80
Scott Delaney	Resource 1	\$ 27.78	90	\$2,500.20
Saadia Rizwan	Resource 2	\$ 22.22	90	\$1,999.80
Ben Hohmann	Resource 3	\$ 22.22	90	\$1,999.80
Sonia Aswani	Resource 4	\$ 22.52	90	\$2,026.80
Tom Yakowenko	Resource K-4	\$ 27.78	90	\$2,500.20
Donna McLaren	Resource K-4	\$ 22.22	90	\$1,999.80
Kathi Pearsall	Resource 6- 12	\$ 23.47	68	\$1,595.96
MaryJo Paulmen	Resource 6-12	\$ 24.47	68	\$1,663.96
Marilyn Levine	Resource 5	\$ 22.22	68	\$1,510.96
Jan Gaven	Resource 5	\$ 23.47	68	\$1,595.96
Gianna Vega	Multiply Disabled 1-4	\$ 21.32	90	\$1,918.80
Deborah Stolz	Multiply Disabled 1-4	\$ 21.92	90	\$1,972.80
Michelle Duggan	Multiply Disabled 1-4	\$ 22.52	90	\$2,026.80
Dee Parker	Multiply Disabled 1-4	\$ 22.22	90	\$1,999.80
Debbie Decerbo	Multiply Disabled 1-4	\$ 23.47	90	\$2,112.30
Suzette Brown	Multiply Disabled 1-4	\$ 21.92	90	\$1,972.80
Neha Jansari	Multiply Disabled K	\$ 21.92	90	\$1,972.80
Jen Lesniak	Multiply Disabled 5-8	\$ 23.47	90	\$2,112.30
Laurie Toth	Multiply Disabled 5-8	\$ 22.82	90	\$2,053.80
Michelle Schutz	Multiply Disabled 18-21	\$ 22.22	90	\$1,999.80
Joe DiMeglio	Multiply Disabled 18-21	\$ 23.47	90	\$2,112.30
Kelsee Young	Transition and ESY	\$ 27.78	90	\$2,500.20

8. Appointment - ESY Bus Aides

Move to approve the following Bus Aides for 2025 ESY:

Name	Rate
Ann DellaSalla	\$ 23.47
Sandra Spinelli	\$ 22.22
Jen Lesniak	\$ 23.47

9. Appointment - ESY Substitute Bus Aides

Move to approve the following Substitute Bus Aides for 2025 ESY:

Name	Rate
Marilyn Levine	\$ 22.22
Janine Haulenbeek	\$ 21.92
Mary Jo Paulmenn	\$ 24.47

10. Reappointment – Paraprofessionals

Move to approve the reappointment of the following paraprofessionals for the 2025-2026 school year as shown on the attachment.

11. Appointment - ESY Substitute Teachers

Move to approve the following as Substitute Teachers as needed for 2025 ESY:

Name	Position	Rate
Karen Logan	teacher or para sub	\$125/day
Margo Banner	teacher or para sub	\$125/day
Beth Abbott	teacher or para sub	\$125/day
Lori Meyer	teacher or para sub	\$125/day
Susan Paredes	teacher or para sub	\$125/day
Allyson Rescorl	teacher or para sub	\$125/day
Suzy Palmer	teacher or para sub	\$125/day
Samantha Murphy	teacher or para sub	\$125/day
Veronica Araneo	teacher or para sub	\$125/day
Lauren Thompson	teacher or para sub	\$125/day
Katie Upshaw	teacher or para sub	\$125/day
Lindsay Kaye	teacher or para sub	\$125/day
Julia Vaughn	teacher or para sub	\$125/day
Nicolette Jomo	teacher or para sub	\$125/day
Tara Tay	teacher or para sub	\$125/day
Jennifer Muller	teacher or para sub	\$125/day
Emily Tzetzos	teacher or para sub	\$125/day
Chrissy Kremer	teacher or para sub	\$125/day
Caroline Forde	teacher or para sub	\$125/day
John Butler	teacher or para sub	\$125/day
Alexandra Gonzalez	teacher or para sub	\$125/day
Erin Santisieri	teacher or para sub	\$125/day
Sarah Karger	teacher or para sub	\$125/day
Gina Kish	teacher or para sub	\$125/day
Julie Hertzog	teacher or para sub	\$125/day
Bill Latta	teacher or para sub	\$125/day
Farhana Omarzai	teacher or para sub	\$120/day
Kelly Vissichelli	teacher or para sub	\$120/day
Nicolette DiSerio	teacher or para sub	\$115/day

12. Appointment - ESY Substitute Paraprofessional

Move to approve the following as Substitute Paraprofessional as needed for 2025 ESY:

Name	Position	Rate
Mia Decerbo	para sub	\$16.00/hour

13. Safety Care - Trainer Training

Move to approve Christina Dybas to attend Safety Care “Train the Trainer” recertification at the rate of \$51/hour, not to exceed 4 hrs.

14. Safety Care - Trainers

Move to approve Isabella Massaro and Christina Dybas to provide Safety Care training for the 2026-2026 school year to district staff at the rate of \$51/hour, not to exceed 60 hours each.

15. Safety Care Training - Certificated Staff

Move to approve the following certified staff to participate in Safety Care Training at the the rate of \$51/hour, not to exceed 12 hours each:

Nicole Benfatti	Jenny Pasquale	Karla Riera	Amanda Ludwig
Beth McLaughlin	Julie Youngman	Ann Lezama	Tara Siesputowski
Michele Herold	Danielle Cermak	Lindsay Nalepa	Ryan Crum
Danielle Pallotta	Danielle Wright	Jessica Sorrenti	Scott Delaney
Emily Bianchi	Anna Girin	Ashley Pietrowski	Emily Almeida
Tom Yakowenko	Karen Calantoni	Ann Burnett	

16. Safety Care Training - Non-Certificated Staff

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

Tara Tay	Laurie Toth	Donna McLaren
Jen Lesniak	Anurima Bakshi	Sonia Aswani
Deb Stolz	Saadia Rizwan	Pam Malone
Tina Huber	Gianna Vega	Kinjal Vakharia
Farhana Khan	Suzette Brown	Leila Baiod
Sandy Iacona	Ben Hohmann	Jenan Badwan

17. Salary Adjustment - Certificated Staff

Move to approve a change in base salary for Tara Siesputowski, LDTC at Edgar School, from Step 3H, \$67,961/year, to Step 4H, \$69,579/year, as a result of her earning 30 credits beyond her Master's Degree (MA+30), for the 2025-2026 school year.

18. Home Instruction

Move to approve Eileen Kuchar to provide Home Instruction for the 2025-2026 school year at the rate of \$62/hour as needed.

19. Termination - Certificated Staff

Be it Resolved, the employment of Employee #102454 is terminated as of June 30, 2025 due to lack of certification.

20. Language Pathology Services

Move to approve Laurie Walker to provide substitute Child Study Team/School Speech Language Pathology services for the 2025-2026 school year at the professional rate of \$51/hour.

21. Special Education Parent Advisory Council Presenters

Move to approve the following certified staff as workshop presenters for Special Education Parent Advisory Council for the 2025-2026 school year at the rate of \$51/hour:

Nicole Benfatti	Amy Bindra	Courtney Crawford	Christina Theiss
Lisa Granados	Julie Anderson	Karen Calantoni	Kaitlyn Kodersha

Stephanie Angus	Lauren Thompson	Dana Donatelli	Karla Riera
Tara Siesputowski			

22. STAR Academy 2025 Summer

Move to approve the following staff member for the STAR Academy for the Summer 2025:

Name	Program	Stipend	Date	Grant Funding Source
Kristina Bormann	Teacher for STAR Academy Small Group Instruction, 3 sessions	\$3000	July 8, 2025- August 6, 2025	Title III

23. STAR Academy 2025 Summer - Substitutes

Move to approve the following as substitutes for STAR Academy, Summer 2025, at a rate of \$51/hour:

Name	Program	Rate	Date	Grant Funding Source
Ann Leghorn Orapallo	Substitute for STAR Academy Small Group Instruction, 3 sessions	\$51/hour	July 8, 2025- August 6, 2025	Title III
Erin Santisieri	Substitute for STAR Academy Small Group Instruction, 3 sessions	\$51/hour	July 8, 2025- August 6, 2025	Title III

24. Appointment - Confidential Secretary

Move to approve the appointment of Mayda Kuriawa as Confidential Secretary in Special Services at a salary of \$53,603/year (prorated), effective July 7, 2025, pending criminal history clearance.

25. Appointment - Administrative Assistant to the Business Administrator

Move to approve the appointment of Antoinette Borriello as Administrative Assistant to the Business Administrator/Board Secretary at a salary of \$53,645/year effective July 7, 2025, pending replacement start date.

26. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Alyssa Zimmerman, Teacher at Campbell School, effective approximately November 10, 2025 through approximately April 7, 2025.

27. Resignation - Certificated Staff

Move to accept the resignation of Sophia Lopes, Teacher at Moss School, effective August 8, 2025.

Dr. Johnson-Marcus motioned. Mr. Bhatt seconded. Motion carried 9-0-0.

-----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 April 30, 2025.

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 June 24, 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. Budget Transfers

Move to approve budget transfers effective April 30, 2025.

4. Facilities Use Agreement with YMCA

Move to approve, the Facilities Use Agreement with YMCA of Metuchen, Edison, Woodbridge and South Amboy, effective September 1, 2025, through June 30, 2026, at the rate of \$2,310/month.

5. Appointment – Treasurer of School Monies

Move to approve the appointment of Rebecca Cuthbert as Treasurer of School Monies for the 2025-2026 school year at a rate of \$6,182/year.

6. Appointment – Architects of Record

Move to approve the appointment of Spiegle Architectural Group, Inc. as Architects of Record for the 2025-2026 school year.

7. Appointment – Board Attorney

Move that the Board of Education (Board) approve the appointment of The Machado Law Group (Firm) as Special Education Counsel and approve the Firm for the period of July 1, 2025 – June 30, 2026. The Board will pay the Firm an hourly rate of \$175/hr.

8. Appointment –Board Attorney

Move that the Board of Education (Board) approve the appointment of Scarinci Hollenbeck, LLC for the construction and procurement and approve the Firm for the period of July 1, 2025 – June 30, 2026. The Board will pay the Firm \$175/hr for partners and counsel, \$170/hr for associates and \$100/hr for clerks and paralegals.

9. Appointment – Bond Attorney

Move that the Board of Education (Board) approve the appointment of McManimon, Scotland & Baumann (Firm) as Bond Counsel and approve the Firm for the period from July 1, 2025 – June 30, 2026. The Board will pay the firm an hourly rate of \$225/hr.

10. Establishment of Petty Cash Funds for the 2025-2026 School Year

Pursuant to N.J.S.A. 18A:19-3 move to approve the establishment of petty cash funds as of July 1, 2025. The individuals responsible for proper disposition of the indicated fund amounts are as follows:

Name	Position	Amount
Caputo, Vincent	Superintendent	\$200.00
Harvier, Michael	Business Administrator/ Board Secretary	\$200.00
Herzog, Tania	Assistant Superintendent	\$100.00
Bonassisa, Deneane	Director of Special Services	\$100.00
Porowski, Edward	Principal, Metuchen High School	\$100.00
Azevedo, Suzy	Principal, Edgar Middle School	\$100.00
Costanza, Vincent	Principal, Campbell Elementary School	\$100.00
Jennifer Asprocolas	Principal, Moss School	\$100.00
Shanley, Brian	Supervisor of Buildings and Grounds	\$100.00

11. Tax Shelter Annuity Companies

Move to approve PlanConnect as the third party administrator for the following Tax Shelter Annuity Companies for the Metuchen School District for the 2025 -2026 school year.

- a) 403b & 457: Valic/Corebridge Financial and Equitable
- b) 403b: USAA, Vanguard, and MetLife.

12. Minimum Chart of Accounts

Move to approve the 2025-2026 Uniform Minimum Chart of Accounts for New Jersey Public Schools.

13. Appointment – School Physician

Move to approve the appointment of Dr. Kevin Lukenda as district school physician for the 2025-2026 school year at the rate of \$23,660/year.

14. Appointment – Auditor

Move to appoint Suplee, Clooney and Company as auditor for the 2025-2026 school year at a rate of \$47,100.

15. Appointment of Representatives Requesting Federal and State Funds

Motion to adopt the following resolution:

RESOLVED that Vincent Caputo, Superintendent of Schools, Michael Harvier, Board Secretary/ Business Administrator of the Metuchen Board of Education, Tania Herzog, Assistant Superintendent, and Deneane Bonassisa, Director of Special Services or their designees, be designated as the Board's agents to request state and federal funds under the existing State and Federal Laws for the 2026-2026 school year.

16. Approval of Officer of Bidding, Purchasing and Sale of Property

Motion to adopt the following resolution:

RESOLVED that Michael Harvier, Board Secretary/Business Administrator be designated and empowered as the Board of Education's Purchasing Agent as set forth in the N.J.S.A. 18A:18A-2-2, 18A:18A-7, 18A:18A-37, including authorization to:

1. advertise for and receive bids;
2. act as the Board's Purchasing Agent for both sale of property and purchase contracts up the statutory limit and for emergency purchase contracts; and
3. purchase through state, county and other local contracts wherever practical and in the best interest of the Board of Education for the period from this date to the Board Organization Meeting in the next calendar year.

17. Resolution

RESOLUTION APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION OR OTHER ENTITY SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18a-1 et seq.

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for the qualifying as a Qualifying Purchasing Agent; and

WHEREAS, Michael Harvier possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

RESOLVED, that the governing body hereby appoints Michael Harvier as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific duties of a purchasing agent authority, responsibility, and accountability of the purchasing activity of the Board of Education, and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 THE Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael Harvier's certification to the Director of the Division of Local Government Services.

18. RESERVE ACCOUNTS

WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit Board of Education to establish and/or deposit into certain reserve accounts at the end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permits a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Metuchen Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into the Capital Reserve Fund in the amount not to exceed \$2,500,000.

NOW THEREFORE BE IT RESOLVED, by the Metuchen Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

19. Residency Investigations

Move to approve DPZ Professional Services to conduct Residency Investigations at a rate of \$50/hour for the 2025-2026 school year.

20. Designation of Board Depositories

BE IT RESOLVED that effective July 1, 2025, TD Bank, Manasquan Bank, and MBIA Investment Bankers are hereby designated as the official depositories for the funds of the Metuchen Board of Education for the 2025-2026 school year.

21. Multi-Media and Communication Services

Move to approve a contract with Brandon Uhlig, LLC to provide multi-media and communication services at the rate of \$10,000 for the 2025-2026 school year.

22. Out of District Student Placements - Extended School Year 2025

Move to approve the following 2025 extended school year out of district student placements:

ID #	School	ESY 2025
2025005	New Roads Somerset	\$12,344.40
2029040	Collier School	\$11,490.00
2028004	ECLC of Chatham	\$8,233.40
2022011	Eden Institute	\$27,496.26
20281109	Collier School	\$11,490.00
2026127	Rockbrook School	\$10,963.00
2032001	Future Foundations Academy	\$9,831.00
2029010	Rockbrook School	\$10,963.00
2031028	Future Foundations Academy	\$9,831.00
2031094	Newmark School	\$6,613.38
2029175	Cambridge	\$4,420.00
2028029	Cornerstone Day School	\$13,501.60
2030057	Newgrange School	\$10,502.10
20331644	Bright Beginnings	\$6,073.00

23. 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 #
6/24/2025	6/27/2025	AP Calculus AB and BC	Rappleyea, Sean	MHS	\$1000	FFPI	25-150
7/22/2025	7/22/2025	Blueprint for Leadership: Strengthening Trust, Partnerships, and Belonging PSEL Standards 3, 5, 6, 8 and 10	Azevedo, Suzy	Edgar	\$150	Other	
7/22/2025	7/22/2025	Blueprint for Leadership: Strengthening Trust, Partnerships, and	Evans, Neyda	Edgar	\$162.60	Other	

		Belonging PSEL Standards 3, 5, 6, 8 and 10					
7/24/2025	7/24/2025	A VP's Guide to Making Each Day More Efficient: Relationship and Capacity Building PSEL 1, 6 and 9	Evans, Neyda	Edgar	\$150	Other	
8/19/2025	8/19/2025	*LEGAL ONE: HIB Law Update - Back to School Edition	Evans, Neyda	Edgar	\$12.60	Other	

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

Move to approve the appointment of the following to provide clinical, therapeutic, counseling and behavioral services for the 2025-2026 school year:

- First Children Services to provide the following professional services:
 - o Licensed Clinician \$80/hour
 - o Mental Health Technician \$80/hr
 - o Social Skills \$118 /hr
 - o RBT \$63.50/hour
 - o Behavior Technician \$54/hour
 - o BCBA services \$118/hour
 - o FBA \$1,500 per evaluation
 - o Home Instruction \$75/hour
 - o Safety Care Initial Training (Available upon request based on group size)
 - o Safety Care Recertification
- The Uncommon Thread to provide Applied Behavior Analysis (ABA) services at the following rate:
 - o Functional Behavioral Assessment (FBA) and Behavior Support Plan (BSP) at a rate of \$1,600-\$2,200
 - o BCBA services at \$130/hour
 - o Behavior Technician Services \$65/hour

25. Appointment – Providers of Psychiatric Assessments/ Evaluations

Move to approve the appointment of the following to provide psychiatric assessments/evaluations for the 2025-2026 school year:

- Dr. Steven Dyckman at the rate of \$1,500/evaluation and \$500 for no shows
- Platt Psychological Associates at the rate of \$1,200/assessment (includes consult and report)
- Stress Care to conduct Psychiatric Assessments- at \$300/assessment
- Dr. Rajeswari Muthuswamy of Center for Behavioral health- for Psychiatric Evaluations, neurological evaluation and Fit to Return evaluations at \$575 per evaluation, Neuropsychiatric evaluation \$675 per evaluation

26. Appointment – Neurodevelopmental Specialists

Move to approve the appointment of the following to perform specialized neurodevelopmental evaluations for the 2025-2026 school year:

- St. Joseph's Healthcare at a rate of \$650/evaluation
- Dr. Vanna Amorapanth at the rate of \$1300/evaluation
- Dr. Lewis Milrod- at the rate of \$800/evaluation

- Dr. Kavita Sinha- at a rate of \$650/evaluation
- Dr. Joel Morgan and Neuropsychology Associates of New Jersey (NPANJ to conduct comprehensive neuropsychological assessments at a rate of \$5,000 per evaluation)

27. Appointment – Applied Behavior Analysis (ABA)Services

Move to approve the appointment of the following for the 2025-2026 school year:

- Vanessa Beibde-Zanetich Behavioral Consulting- for ABA services at \$92/hr, not to exceed \$111,000
- Leonard Behavioral Consulting Services, LLC for ABA services at \$92/hr, not to exceed \$111,000
- Brett DiNovi & Associates -as a provider of independent BCBA services at a rate of \$135.00/hour and Clinical Associates services at a rate of \$60.50/hour, not to exceed \$310,000
- Behavior Therapy Associates at the rate of:
 - o Dr. Michael Selbst \$320/hour
 - o Dr. Debra Salzman \$320/hour
 - o Dr. Hongmarie Martinez \$300/hour
 - o Dr. Rory Panter \$320/hour
 - o Dr. Rebecca Schulman \$320/hour
 - o Dr. Bianca Coleman BCBA-D \$260/hour
 - o Dr. Briana Ostrosky, BCBC-D \$220/hour
 - o Dr. Ashley Zultanky \$300/hour
 - o Katherine Pellegrino, BCBA \$ 220/hour
 - o Dr. Jennifer Cruz \$260/hour
 - o Elizabeth Callahan, BCBA \$220/hour
 - o Joelle Lugo, BCBA, \$220/hour
- Douglas Outreach Services for \$185/ hour plus mileage for consultation and \$3,100. for Functional Behavioral Assessments.
- The Special Education Teacher a franchisee of Hi5ABA as a provider of independent BCBA services at a rate of \$115 per hour for the 2025-2026 school year, not to exceed \$130,000
- Soliant Health, LLC, to provide behavioral technicians, at a rate of up to \$69/hour BCBA up to \$105/hour

28. Appointment- Occupational/Physical Therapy/Speech Services

Move to approve the appointment of the following for the 2025-2026 school year:

- Lori-Anne DiSerio as a Physical Therapist at the rate of \$93/hour- not to exceed \$75,000 annually
- Marlana Hamfeldt Loden to conduct Speech and Language evaluations, as needed, at a rate of \$460/evaluation
- Kaleidoscope Education Solutions to provide related services, as needed, at the following rates:
 - o Occupational Therapy Services- \$95/hour
 - o Speech Therapy Services- \$94/hour
 - o Physical Therapy- \$98/ hour
- CCL Therapy LLC for Occupational Therapy evaluations at rate of \$400/evaluation and Occupational Therapy services at a rate of \$98/hour
- Invo HealthCare Associates: not to exceed \$317,000
 - o Occupational Therapy, \$90.78/hour,
 - o Speech Therapy, \$90.78/hour

- o Speech Evaluations, \$316.20/evaluation
 - o Occupational Therapy Evaluations, \$316.20/evaluation
 - o BCBA- \$102/hour
 - o LCSW- \$71.40/hour
 - o RBT/ABA rate- \$47.00/hour
- The Speech Tree
 - o Comprehensive Feeding evaluations: \$500
 - o Comprehensive Speech and Language Evaluation: \$400
 - o Speech Language Therapy - \$90/hour
- Summit Speech School
 - o Speech and Language Evaluation with report \$600-\$850
- Soliant Health, LLC
 - o Speech and Language Evaluation with report \$600-\$850
 - o Occupational Therapist \$97-106/hour
 - o Physical Therapist \$99-108/hour

29. Appointment – Healthcare/Nursing Services

Move to approve the appointment of the following for the 2025-2026 school year:

- Bayada Pediatric at the rate of:
 - o Substitute School Nurse, RN Only, \$75/hour
 - o \$60/hour for LPN
 - o \$65/hour for RN
- Preferred Cares Nursing
 - o RN \$66/hour
 - o LPN \$60/hour
- Soliant LLC
 - o RN up to \$87/hour
 - o LPN up to \$78/hour

30. Appointment – Hearing and Vision Services

Move to approve the appointment of the following for the 2025-2026 school year:

- Summit Speech School:
 - o Itinerant Teacher of the Deaf services at the rate of \$225/hour
 - o Audiologist Consultation at the rate of \$250/hour
 - o Diagnostic Report \$250
 - o Educational Audiological evaluation \$400
 - o Inservice at the rate of \$225/hour
 - o Consultation services at the rate of \$225/hour
 - o Review, observation and intake services at the rate of \$250/hour
- NJ Commission for the Blind and Visually Impaired-at the rate per level of impairment as follows:
 - o Level 1: \$2,420
 - o Level 2: \$5,775
 - o Level 3: \$16,060
 - o Level 4: \$18,249
- Speech & Hearing Associates LLC to provide the following services at the listed rates:
 - o Central Auditory Processing Evaluation \$700
 - o Comprehensive Audiological Evaluation \$350
 - o Hearing Aid Evaluation \$450
 - o Speech-Language Evaluation \$650

- o Bilingual Speech-Language Evaluation \$850
- o Language Processing Evaluation \$950
- o Speech-Language Therapy- \$90.00 (30 min), \$137.50 (45 min), \$180 (1 hour)
- o In-School Consultation (2 Hr. Minimum) \$175/hour

31. Appointment- Assistive Technology and Augmentative and Alternative Evaluations, Consultations, and Training

Move to approve the appointment of the following providers for the 2025-2026 school year:

- Melissa Donovan of Garden State AAC Specialists-to provide professional services at the following rates:
 - o Augmentative and Alternative Communication Evaluation: \$150/hour
 - o Comprehensive AAC Evaluation Written Report: \$300
 - o Attendance at a follow-up IEP Meeting: \$140/hour
 - o Professional Development/Training: \$200/hour
 - o Technical Assistance: \$75/hour
 - o AAC Coaching: \$145/hour
 - o Written Implementation Plans: \$140/hour
 - o Cancellation Fee (less than 24 hours' notice): \$80
 - o Consultation- \$35 per 15 minutes
- Brian Friedlander, AssistiveTek, LLC to provide Assistive Technology- services at the following rates, as needed:
 - o Assistive Technology Evaluation with report- \$1,800
 - o Assistive Technology Consulting - \$250/ hour
 - o Assistive technology ½ day Training- \$1,500
 - o Assistive technology full day Training- \$3,000
 - o Travel - \$100/hour
- Adam Krass Consulting to provide Assistive Technology services at the following rates:
 - o AT and AAC evaluations up to \$1,600
 - o AT services \$190/hour
 - o AAC services \$230/hour
 - o In Service Training \$800/hr; \$1,200 per half day; \$1,600 per diem
- Advancing Opportunities:
 - o AT evaluations \$1200
 - o AT training \$180/hour
 - o AAC evaluation \$1400/hour
 - o AAC Training \$200/hour

32. Appointment – Multidisciplinary Evaluation, Consultation and Training

Move to approve the appointment of the following independent assessment providers for the 2025-2026 school year:

- Beautiful Mind Psychological Services to provide Psychological Evaluations at the following rates:
 - o Psychological Evaluation (English) \$325
 - o Bilingual Psychological Evaluation (Polish) \$600
- Supreme Consultants, LLC:
 - o Mono-lingual evaluation \$650
 - o Bilingual evaluation \$800
- Cross County Clinical

- o English evaluation \$875
 - o Bilingual evaluation \$980
 - o Bilingual Battelle Developmental Inventory \$1,310
 - o Report summary in other language \$295
 - o FBA/BIP \$2,350
- Learning Tree Multicultural/Multilingual:
 - o Evaluations \$880
 - o Spanish evaluation \$830
- Tomasso Educational Services to conduct Educational Evaluations, at a rate of \$550/evaluation
- Delta T- Group:
 - o Psychological evaluations \$475
 - o Functional Behavioral Assessment \$595
- Educational Services Commission of NJ for evaluations:
 - o Evaluations \$283
 - o Bilingual \$441
 - o Social history \$250
- Lisa Jiannetto-Surrusco of Reach for the Stars, LLC. to provide professional feeding therapy services of consultation and staff training at the rate of \$165/hour, 5 hours \$825.00
- All In For Inclusive Education for professional development and consultation services at a rate of:
 - o \$2,000 full day- PD
 - o \$1,250 half day- PD
 - o \$1,500/Coaching full day
 - o \$800 coaching half day
 - o \$3500 Keynote Speaker (up to 90 minutes)

33. Appointment – Home Instruction, Bedside Instruction, and Educational Services

Move to approve the appointment of the following as providers of Home Instruction for the 2025-2026 school year:

- Brookfield Schools - for Educational Services at the rate of \$50/hour
- Silvergate Prep at the rate of \$65/hour
- Rutgers UBHC – UMDNJ Home Instruction - at the rate of \$75/hour
- LearnWell (Education Inc)- at the rate of \$63.85/Hour Hospital Instructions
- NJ Educational Services Commission Home Instruction at \$58/hour
- Educere LLC online home instruction
- Educere LLC online courses- courses start at \$245
- Open Book Educational Consulting Limited, Sherri Keenan, to provide reading intervention services at a rate of \$200/hour
- Jodi Reiner, Reiner Reading Consulting to provide Specialized Reading Services, \$110/hour for individual and \$150/hour for group, not to exceed \$80,000.
- Approve Jessica Fessock, to provide specialized reading intervention services at a rate of \$110/hour, not to exceed \$99,000.

34. Appointment - Transition Services

Move to approve the following transition services for the 2025-2026 school year:

- The Arc of NJ Project Hire to provide onsite vocational training and transitional services at a rate of \$73/hour

35. Duties of Head of Security

Move to approve the following duties/positions for William Ortman, for the 2025-2026 school year:

- a. Residency Officer
- b. Truancy Officer

36. Re-adoption of Nursing Services Plan

Move to approve the re-adoption of the Nursing Services Plan for the 2025-2026 school year.

37. Re-adoption of Standing Orders for School Nurses and Athletic Trainers

Move to approve the re-adoption of Standing Orders for School Nurses and Athletic Trainers for the 2025-2026 school year.

38. Safety Coordinator

Move to approve William Ortman, District Safety Coordinator, as District Liaison to Law Enforcement Authorities for the 2025-2026 school year.

39. Appointment – McKinney-Vento Liaison

Move to approve William Ortman as McKinney-Vento homeless liaison for the 2025-2026 school year, contingent on the completion of credential training.

40. Sourcewell Cooperative Purchasing Contract 2025-2026

Move to approve joining and purchasing items thru the Sourcewell Cooperative purchasing contract for the 2025-2026 school year.

41. RESOLUTION AUTHORIZING THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM

BE IT RESOLVED by The Board of Education of the Borough of Metuchen in the County of Middlesex as follows:

1. The Board hereby finds and determines that (a) the Business Administrator has received and reviewed
 - (i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and
 - (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the Business Administrator has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Board has determined that it is in the best interests of the School District to authorize the Board to participate in NJ/ARM.
2. The Program Agreement is hereby approved and the Business Administrator is authorized to execute the Program Agreement on behalf of the Board.
3. U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Board
4. The Board acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.

5. This resolution shall take effect immediately upon its adoption.

42. Student Observations

Move to approve Middlesex College Nursing Program student observations for the 2025-2026 school year.

43. Change Order Epic Management Inc.

Move to approve the change order as listed below:

Change Order #	Description	Amount
14	Moss Flagpole & Lighting UV Return Air Duct Moss Exit Signs at Stairwells	\$21, 252.93

44. Change Order M&M Construction

Move to approve the change order as listed below:

Change Order #	Description	Amount
20	Modification to the existing catch basin at Campbell due to field condition.	\$3,767.05

45. Resolution - NJSIG

The Metuchen Board of Education hereby approves the submission of a grant for the 2025 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC NORTH Sub-fund for the purposes described in the application in the amount of \$7821.00 for the period of July 1, 2025, through June 30, 2026.

46. Resolution - Sidebar

Move to approve the Sidebar Agreement between the Metuchen Board of Education and the Metuchen Education Association dated June 24, 2025 with respect to instruction time, planning/preparation period, and non-student contact period at Campbell School and Moss School; teachers' lunch period; and the reorganization of kindergarten.

47. Clinical Experience

Move to approve Nicole Benfatti to conduct a supervised clinical experience towards clinical Social Work licensure during the 2025-2026 school year, as overseen by the Director of Special Services.

Mr. Suss motioned. Dr. Spigner seconded. Motion carried 9-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Re-adoption of Policy Manual

Motion to adopt the following resolution:

Resolved, that all current written policies, by-laws and rules/regulations in the official Policy Manual of the Metuchen School District be readopted 2025-2026 school year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

2. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for June 9, 2025 - June 20, 2025.

3. Designation of Advertising Media

Move to approve the designation of the Star Ledger and/or the Home News Tribune as the approved advertising media for the Board of Education legal advertisements during the 2025-2026 school year.

4. Duties of Business Administrator/Board Secretary

Move to approve the following as duties/positions of Michael A. Harvier, Business Administrator for the 2025-2026 school year:

- a) Purchasing Agent with authorization to award contracts up to bid threshold and to set quote threshold at 15% of bid threshold amount
- b) Custodian of School Records

5. Resolution

Move to elect Christopher Derflinger as the Metuchen Board of Education's delegate and Brian Glassberg as alternate delegate to the New Jersey School Boards Association for the 2025-2026 school year.

6. Appointment - 504 Coordinators

Move to approve the appointment of Ilana Kurtin as District 504 Committee Coordinator and the following as 504 School Coordinators for the 2025-2026 school year:

School	Name
Moss School	Jennifer Asprocolas
Campbell Elementary School	Brooke Kirschner
Edgar Middle School	Neyda Evans
Metuchen High School	Brian Stike

7. Appointment - Safety Health Designees

Move to approve the appointment of the following Safety Health Designees for the 2025-2026 school year:

School	Name
Moss School	Jennifer Asprocolas
Campbell Elementary School	Vincent Costanza
Edgar Middle School	Suzy Azevedo
Metuchen High School	Ed Porowski

8. Appointments - Facilities Related

Move to approve the appointment of Brian Shanley to the following positions for the 2025-2026 school year:

- a) Asbestos Management Officer
- b) Indoor Air Quality Designee
- c) Integrated Pest Management Coordinator
- d) Right to Know Officer
- e) AHERA Coordinator
- f) Chemical Hygiene Officer

9. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported case:

- CES053025001
- EMS060325001

10. First Reading of Policy

Move to approve the first reading of the following policy:

❖ P 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

11. Suspensions

The Board hereby acknowledges receipt of the suspension report summary as listed on the attachment.

Dr. Spigner motioned. Mr. Bhatt seconded. Motion carried 9-0-0.

-----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- Transp	Number of Subs Needed
MHS	Killington Ski Resort, Vermont	Grades 9-12; This annual trip is to promote students' emotional growth and interpersonal skills. By the end of the trip students will be able to make thoughtful and respectful decisions regarding their actions on the slopes and within the ski community. Students will also be able to recognize and articulate their own emotions, strengths, and limitations as experienced during our many group activities, including skiing, snowboarding, and rock climbing, which will in turn contribute to their heightened sense of self-awareness.	Anna Girin, Danielle Cermak, Julie Youngman, 1 MHS male chaperone depending on availability	2/6/26 - 2/8/26(o vernight trip)	48	\$0	no subs needed

2. Work Based Experience

Move to approve Work Based Learning Experiences for students in the Metuchen Internship Learning Experience classes at MHS for the 2025-2026 SY.

3. Curriculum Guides

Move to approve the implementation of the following curriculum guides:

Subject/Course	Grade
Writers' Workshop	10-12

Mr. Derflinger motioned. Ms. Killean seconded. Motion carried 9-0-0.

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

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

15. Announcements - A few announcements were made by multiple board members.

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. Glassberg seconded. All in favor.

Adjournment at 8:55 pm.


Vincent Caputo (Jul 23, 2025 10:53:06 EDT)

20250624 Board Minutes

Final Audit Report

2025-07-23

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-  Document e-signed by Vincent Caputo (vcaputo@metboe.k12.nj.us)
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