

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, JULY 22, 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, and by filing a copy with the Borough Clerk as prescribed by this law.

**4. Roll Call**

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

**5. Showcase of Success**

- ❖ Welcoming of the new Student Board Member - Rose Michaels-LaMorte

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

**7. Presentations**

- ❖ Spiegle architect to discuss the Energy Saving Improvement Program (ESIP)
- ❖ HIB and SSDS Report Period 2 (January 1, 2025 – June 30, 2025) – Dr. Caputo gave his report.

**8. Reports**

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

Mr. Glassberg gave a report on the Construction Committee.  
Mr. Derflinger gave a report on the Curriculum Committee.

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

Dr. Spigner gave a report on the Policy 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 24, 2025	Special Business Meeting (1)
June 24, 2025	Special Business Meeting (2)
June 24, 2025	Board Meeting

Dr. Johnson-Marcus motioned. Mr. Derflinger seconded. Motion carried 6-0-1. 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. Resignation - Certificated Staff**

Move to accept the resignation of Sydney Rudin, Teacher at Edgar Middle School, effective June 30, 2025.

**2. Leave of Absence - Certificated Staff**

Move to approve the leave of absence of Jordyn Gallagher, Teacher at Moss and Edgar Schools, effective approximately October 31, 2025 through approximately March 21, 2026.

**3. Rescind- Metuchen High School Fall Coach**

Move to rescind and approve the appointments of the following coaches for the Fall 2025-2026 school sports season at Metuchen High School (Agenda 5/23/2025, Section 13, A1):

Name	Assignment	Stipend
<b>Rescind:</b> Sydney Rudin	Assistant Cross Country Coach (Step 3)	\$7,087

<b>Approve:</b> Tom Yakowenko Austin Abney*	Assistant Cross Country Coach (Step 3) Assistant Football Coach (Step 1)	\$7,087 \$7,982
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\* pending criminal history clearance

#### 4. Instructional and Non-Instructional Stipends

Move to approve the following Instructional and Non-Instructional Stipends for the 2025-2026 school year as listed on the attached chart.

#### 5. Student Supervision Stipends

Move to approve the following Student Supervision Stipends for the 2025-2026 school year as listed. Stipends to be dispersed throughout the school year, per marking period.

Name	ASSIGNMENT	2025-2026 Stipend
Francine Galassa	Moss student supervision stipend (.25)	\$1,818
Jessica Sorrenti	Moss student supervision stipend (.25)	\$1,818
Michele Herold	Moss student supervision stipend (.25)	\$1,818
Katie Upshaw	Moss student supervision stipend (.25)	\$1,818
Erin Santasieri	Campbell student supervision stipend	\$7,272
Vincent Signorile	Campbell student supervision stipend	\$7,272
Kevin LoPresti	Campbell student supervision stipend	\$7,272
Tom Yakowenko	Campbell student supervision stipend	\$7,272
Christina Spring	Campbell student supervision stipend	\$7,272
John Flynn	Campbell student supervision stipend	\$7,272
Alicia Haller	AM Edgar student supervision security (.67)	\$4,872
NicholasTay	AM Edgar student supervision security (.67)	\$4,872
Ed Albanese	PM Edgar student supervision security (.25)	\$1,818
Steve Cichetti	MHS - PM student supervision security stipend	\$2,000

#### 6. Rescind - Summer Work – District Safety Coordinator

Move to rescind and approve William Ortman, District Safety Coordinator, for 2025 summer work, district wide:

District Safety Coordinator	# Days	Rate
<b>Rescind:</b> William Ortman	35	\$406.17/day
<b>Approve:</b> William Ortman	35	\$409.17/day

**7. Appointment - Event Staff**

Move to approve the following Event Staff for the 2025-2026 school year, at the rate of \$55 per event:

Beth Abbott	Michelle Huff	Kathy Keers-Nolde	William Ortman	Carolyn Taylor
Maureen Azzara	Christina Dybas	Mike Knoth	Samantha Palermo	Jim Thomas
Alexa Baird	Kate Eosso	Lauren Korellis	Susan Paredes	Laurie Toth
Drew Bandola	Karin Flores	Lisa Latham	Marissa Plancher	Panos Tzetzos
Margo Banner	Jessica Lanigan	William Latta	Sean Rappleya	Bob Ulmer
Nicole Benfatti	Audrey Hausser	Marilyn Levine	Nick Zaneto	Dawn Valovcin
John Butler	Jackie Jacobi	Bill McDuffie	Amanda Shorr	Julia Vaughn
Emily Caponigro	Trey Jaworski	Mark Mooney	Michelle Schutz	Nick Vosinas
Ryan Clapp	Nicolette Jomo	Chad Murray	Julie Youngman	Michael Warnock
Donna Corrigan	Yoko Kato	Lindsay Nalepa	Andrew Southern	Molly Yelencsics
Richard Cundari	Joe Keagle	Anais Ortega	Allison Sullivan	Anthony Caponigro
Anna Girin	Charmane Montgomery	Jonathan Stevens	Nick Zaneto	

**8. Appointment - Certificated Staff**

Move to approve the appointment of Nicole Hanson, Teacher at Campbell School, for the 2025-2026 school year, at a salary of \$61,000/year, Step 1A, effective August 27, 2025 through June 30, 2026.

**9. Appointment - Certificated Staff**

Move to approve the appointment of Bianca Rodriguez, Teacher at Campbell School, for the 2025-2026 school year, at a salary of \$66,150/year, Step 3F, effective August 27, 2025 through June 30, 2026.

**10. 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 8 hrs (Agenda 06/24, 2025, Section 13, A13).

**11. Substitute - Certificated Staff**

Move to approve certificated staff member, Kelsee Young, as a substitute teacher during the Summer 2025 ESY program at the daily rate of \$125/day.

**12. Transfer - Certificated Staff**

Move to approve the transfer of Drew Bandola, PE/Health Teacher at Metuchen High School and Edgar Middle School to PE/Health Teacher at Edgar Middle School, for the 2025-2026 school year.

**13. Transfer - Certificated Staff**

Move to approve the transfer of Michelle Huff, PE/Health Teacher at Edgar Middle School, to PE/Health Teacher at Metuchen High School and Edgar Middle School, for the 2025-2026 school year.

**14. Leave of Absence - Paraprofessional**

Move to approve the leave of absence of Abeera Faizan, Paraprofessional at Campbell School, effective August 27, 2025 through approximately December 3, 2025.

**15. Leave Replacement - Certificated Staff**

Move to approve the appointment of Madeline DeBaro, Leave Replacement for Lauren Campbell, School Counselor at Edgar School, effective August 25, 2025 through approximately January 30, 2026, at a per diem rate of \$329.73/day.

**16. Appointment - Certificated Staff**

Move to approve the appointment of Julia Sudol, Teacher at Edgar School, for the 2025-2026 school year, at a salary of \$62,500/year, Step 1E, effective August 27, 2025 through June 30, 2026.

**17. Appointment - Certificated Staff**

Move to approve the appointment of Ausrine Dereskeviciute, Teacher at Moss School, for the 2025-2026 school year, at a salary of \$64,050/year, Step 3A, effective August 27, 2025 through June 30, 2026.

**18. Leave Replacement - Rescind**

Move to rescind the appointment of Kristy Marietta, Leave Replacement for Samantha Palermo, Student Assistance Counselor for the Metuchen School District, effective August 25, 2025 through approximately December 5, 2025, at a per diem rate of \$329.73/day (Agenda 4/8/25, Section 13 A4).

**19. Leave Replacement - Certificated Staff**

Move to approve the appointment of Amy-Michele Johnson, Leave Replacement for Melissa Gallo, Teacher at Campbell School, effective August 25, 2025 through approximately December 5, 2025, at a per diem rate of \$329.73/day, pending receipt of NJ certification.

**20. Appointment - Certificated Staff**

Move to approve the appointment of Michella Maldonado, Teacher at Campbell School, for the 2025-2026 school year, at a salary of \$61,000/year, Step 1A, effective August 27, 2025 through June 30, 2026.

**21. Appointment - Certificated Staff**

Move to approve the appointment of Jessica Zalink, Teacher at Metuchen High School, for the 2025-2026 school year, at a salary of \$62,500/year, Step 1E, effective August 27, 2025 through June 30, 2026.

**22. Appointment- Re-registration Support Staff**

Move to approve the following additional support staff to work the Re-Registration session for incoming 5th and 9th grade families, effective July 22, 2025, at her hourly rate, not to exceed 13 hours. (Agenda 5/25/25, Section 13 A8)

Donna Corrigan
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**23. Leave of Absence – Certified Staff**

Move to approve the leave of absence of Kaitlyn Kodersha, Social Worker at Campbell and Moss Schools, effective approximately January 2, 2026 through June 30, 2026.

Dr. Johnson-Marcus motioned. Mr. Glassberg seconded. Motion carried 7-0-0.

-----end of personnel section-----

## B. FINANCE

### Motion/Second/Comments/Roll Call

#### 1. 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 July 22, 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.

#### 2. Budget Transfers

Move to approve budget transfers effective May 31, 2025.

#### 3. 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 May 31, 2025.

#### 4. 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 #
10/16/2025	10/17/2025	2025 NJPSA/FEA/NJASCD Fall Conference	Lemerich, Kathryn	Central Office	\$426.58	Other	
10/16/2025	10/17/2025	2025 NJPSA/FEA/NJASCD Fall Conference	Azevedo, Suzy	Edgar	\$445	Other	
10/15/2025	10/17/2025	2025 NJPSA/FEA/NJASCD Fall Conference	Evans, Neyda	Edgar	\$656.22	Other	
10/16/2025	10/17/2025	2025 NJPSA/FEA/NJASCD Fall Conference	Herzog, Tania	Central Office	\$519.98	Other	
10/30/2025	10/30/2025	Every Student Can: A Comprehension-Based Approach to Language Acquisition	Cermak, Danielle	MHS	\$231	FFPI	26-005
10/30/2025	10/30/2025	Every Student Can: A comprehension-based approach to language acquisition	Girin, Anna	MHS	\$211	FFPI	26-006

**5. Appointment – Board Attorney**

Move that the Board of Education (Board) approve the appointment of David Rubin, P.C. (Firm) as General 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 \$185/hour.

**6. 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.

**7. 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 2025-2026 school year.

**8. 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 2025-2026 school year. The consultant is to be paid a commission by the insurance company.

**9. Change Order M&M Construction**

Move to approve the change order as listed below:

Change Order #	Description	Amount
21	MHS Cover Stock Pile	\$5,911.89
22	Musco Lighting Changes	\$32, 367.64
23	MHS -RFI # 179 Window Replacement CES – Lower Soffit at Doors C118B & 52F	\$14, 061.60

**10. Resolution Increasing the Bid Threshold—Qualified Purchasing Agent**

**WHEREAS**, Michael Harvier, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

**WHEREAS**, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$44,000 to \$53,000, effective July 1, 2025;

**NOW, THEREFORE BE IT RESOLVED** that the Metuchen Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$53,000 for the Board of Education, and further authorizes Michael Harvier, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

**11. Technology Equipment Disposal**

Move to approve the disposal of the obsolete equipment on the attachment.

**12. Expenditure - Dell**

Move to approve the expenditure of \$48,638.34 to Dell for payment 1 of 4 of contract #810-9017313-010 (chromebook lease).

**13. Technology Purchases**

Move to approve the following technology purchases for equipment and services from the stated companies:

<b>Technology purchases - July 2025</b>			
<b>Equipment and services</b>	<b>Buying from</b>	<b>QTY</b>	<b>Price</b>
Pure Storage 1MO Gold Sub NBD SUP	CDWG	12	\$10,380.00
Pure Storage Evergreen Gold Subscription - extended service agreement - 1m	CDWG	12	\$12,780.00
<b>Total=</b>			<b>\$23,160.00</b>

Mr. Suss motioned. Ms. Cheatham seconded. Motion carried 7-0-0.

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

**C. POLICY**

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

**1. Second Reading of Policy**

Move to approve the second reading of the following policy:

❖ P 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

**2. First Reading of Policy**

Move to approve the first reading of the following policy:

❖ P 5410 PROMOTION AND RETENTION

Dr. Spigner motioned. Mr. Suss seconded. Motion carried 7-0-0.

-----end of policy section-----

**D. CURRICULUM**

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

**1. Work Based Learning**

Move to approve work based learning and community based instruction trips for the Metuchen Internship Learning Experiences classes during 2025 ESY to include: What's the Scoop, ShopRite and Target.

**2. Textbook Disposal**

Move to approve the disposal of the following textbooks and from the Metuchen High School:

<b>DEPT</b>	<b>QTY</b>	<b>TITLE</b>	<b>Copyright</b>	<b># YRS OLD</b>	<b>PUBLISHER</b>	<b>ISBN</b>
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Board Minutes - July 22, 2025

WL	14	Komm mit! German 3	2006	19	Holt, Rinehart and Wilson	978-0-03-037257-5
WL	14	Komm mit! German 2	2006	19	Holt, Rinehart and Wilson	0-03-037256-9
WL	25	Komm mit! German 2	2003	22	Holt, Rinehart and Wilson	0-03-056598-7
WL	16	Komm mit! German 1	2003	22	Holt, Rinehart and Wilson	0-03-056597-9
WL	37	Komm mit! German 1	2006	19	Holt, Rinehart and Wilson	0-03-037254-2
ELA	28	The Star Fisher	1991	34	Penguin Books	0-14-036003-4
ELA	18	Jacob I Have Loved	1980	45	Harper & Row Publishers	0-690-04078-4
ELA	47	The Westing Game	1997	28	Puffin Books	0-14-038664-5
ELA	33	Esperanza Rising	2002	23	Scholastic	9780439120425
ELA	30	Silent to the Bone	2004	21	Athenium Books for Young Readers	9780689867156

### 3. 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	No. of Subs Needed
EMS	Six flags	Grade 8: Students will be able to communicate effectively using math and science concepts. Students will understand and apply the forces and laws of movement using real-world situations (velocity, distance, time, Newton's Laws of Motions, etc...) as well as calculating costs of admission, food and souvenir costs.	Christine Kremer, Nicolette Jomo, Alyssa Dugasz, Ed Ronk, Rachel DiVanno, Caroline Forde, Sydney Rudin, Nick Tay, Lisa Granados, Alicia Haller, Andrea Agnone, Danielle Kennedy, Barbara King, Laura Vergara and Jill Peguero	6/4/ 2026	200	\$0	7 subs needed
EMS	Camp Mason	Grade 5; (Annual 5th grade trip) To assist students in	Jennifer Cecchine, all 5th grade	5/27/ 2026 - 5/29/	200	\$0	TBD

		gaining skills in social and human relationships through a close living situation with peers; to permit sharing in practical work experience; and to provide the students with an opportunity to adjust to an away-from-home experience and to acquire greater self-reliance, independence, self-responsibility and resourcefulness	teachers and additional teachers from EMS, CES and MHS	2026 (3 days, 2 nights)			
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Mr. Derfliner motioned. Mr. Glassberg seconded. Motion carried 7-0-0.

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

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

**15. Announcements** - Ms. Cheatham made 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 9:23 pm

**THE PUBLIC SCHOOLS  
METUCHEN, NEW JERSEY**

**TUESDAY, AUGUST 12, 2025**

**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**

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**4. Roll Call**

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

**5. Showcase of Success**

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

**7. Presentations**

- ❖ NJGPA Results
- ❖ ACCESS Results

**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

July 22, 2025	Special Business Meeting (1)
July 22, 2025	Special Business Meeting (2)
July 22, 2025	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. Rescind - Instructional and Non-Instructional Stipend

Move to rescind and approve the following Instructional Stipends for the 2025-2026 school year as listed (Agenda 07/22/2025, Section 13, A4):

Name	Assignment	2025-2026 Stipend
<b>Rescind:</b>		
Adam Levy	MHS English Portfolio for Seniors	\$9,050
Andrea Agnone	Edgar- Reading 5	\$9,050
Beth McLaughlin	Edgar Science 5 ICR	\$9,050
<b>Approve:</b>		
Jessica Zalink	MHS Special Ed/English	\$9,050
Andrea Agnone	Edgar- Reading 5 (.5)	\$4,525
Beth McLaughlin	Edgar Science 5 ICR (.5)	\$4,525
Julie Youngman	MHS Administrative Assistant	\$7,973

# 2. Salary Adjustment - Certificated Staff

Move to rescind and approve the change in base salary for the following certificated staff (Agenda 05/13/2025, Section 13, A6 and Agenda 06/10/2025, Section 13, A1):

Name	School	Assignment	Step	2025-2026 Salary
<b>Rescind:</b>				
Morgan Schleuss	EMS	Teacher	1B	\$61,250
Laura Connolly	MHS	Teacher	3N	\$98,438
<b>Approve:</b>				
Morgan Schleuss	EMS	Teacher	3B	\$64,313
Laura Connolly	MHS	Teacher	4N	\$100,781

**3. Appointment - Certificated Staff**

Move to approve the appointment of Marjorie Rosenberg, Teacher at Edgar Middle School, for the 2025-2026 school year, at a salary of \$67,961/year, Step 3H, effective August 27, 2025 through June 30, 2026.

**4. Substitute Paraprofessional ESY**

Move to approve, Jordan Leitner as a substitute teacher and substitute paraprofessional during 2025 ESY at the rate of \$115/day.

**5. Leave of Absence - Certificated Staff**

Move to approve the leave of absence of Nga Pham, School Nurse at Moss School, effective approximately December 1, 2025 through approximately December 1, 2026.

**6. Appointment - Paraprofessional**

Move to approve the appointment of Mone Benekin, Paraprofessional at Edgar School, for the 2025-2026 school year, at a salary of \$24,241/year, effective August 27, 2025 through June 30, 2026, pending criminal history clearance.

**7. Appointment - Paraprofessional**

Move to approve the appointment of Patcharapan Erdem, Paraprofessional at Campbell School, for the 2025-2026 school year, at a salary of \$24,241/year, effective August 27, 2025 through June 30, 2026.

**8. Leave Replacement - Certificated Staff**

Move to approve the appointment of Lisa Petrone, Leave Replacement for Samantha Palermo, Student Assistance Counselor for Metuchen School District, effective August 25, 2025 through approximately December 5, 2025, at a per diem rate of \$329.73/day.

**9. Appointment - Lunch Aides**

Move to approve the following lunch aides in the Metuchen Public Schools for the 2025-2026 school year, at the rate of \$16/hour effective September 2, 2025, pending criminal history clearance:

Farida Vavro	Cheryl Weisberg
Nancy Chin	Karen Hogan
Donato Minutillo	Carol Spears
Sheri Kady	Alma Lugo

**10. Appointment - Paraprofessional**

Move to approve the appointment of Rabia Aamir, Paraprofessional at Metuchen High School, for the 2025-2026 school year, at a salary of \$23,516/year, effective August 27, 2025 through June 30, 2026.

**11. Safety Care Training - Non-Certificated Staff**

Move to approve the following non-certificated staff to attend Safety Care Training at their hourly rate, not to exceed 12 hours:

Janine Haulenbeek
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**12. Appointment - Event Staff**

Move to approve the following Event Staff for the 2025-2026 school year, at the rate of \$55 per event:

Kathy Mallory
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**13. Informal Mentor Teachers**

Move to approve the following staff to serve as an informal mentor for the 2025-2026 school year, to be paid at a rate of \$51/hour, not to exceed six hours:

Teacher	School	Mentor
Danielle Pallotta	Moss	Emily Sanchez
Emily Vanderhoff	CES	Bailey Tocci
Jessica Sorrenti	Moss	Sarah Masters
Danielle Wright	Moss	Erica Hsu
Bianca Rodriquez	CES	Michelle Bethe
Julia Sudol	EMS	Beth McLaughlin
Jessica Zalink	MHS	Ann Burnett
Lisa Petrone	EMS/MHS	Nicole Coursey
Madeline DeBaro	EMS	Lisa Chango
Marjorie Rosenberg	EMS	Karen Logan
Robin Gill	EMS	Alyssa Dugasz

**14. Formal Mentor Teachers**

Move to approve the following formal mentor teachers to work with the following mentee teachers for the 2025 – 2026 school year:

New Teacher/Leave Replacement	School	Mentor	Payment Traditional Route \$550.00 Alternate Route \$1,000.00
Ausrine Dereskeviciute	Moss	Katie Upshaw	\$1,000
Emily Almeida	Moss	Michele Herold	\$550
Ryan Krum	Moss	Janelle Fisher	\$550
Gina Kish	CES	Alyssa Zimmerman	\$550 (prorated)
Michella Maldonado	CES	Samantha Murphy	\$550
Nicole Hanson	CES	Kristina Bormann	\$550
Willow Brown	CES	Christina Spring	\$550
Stephanie Tortolani	MHS	Emily Caponigro	\$550
Amy Johnson	CES	Erin Santasieri	\$1,000
Rebecca Porretto	EMS	Emily Tzetzos	\$550

**15. Appointment - Learning Consultant/Case Manager**

Move to approve Karla Riera as a Learning Consultant/Case Manager for the Child Study Team staff not to exceed 3 additional days at her per diem rate of \$568.58/day (Agenda 6/24/2025, Section 13, A6).

**16. Summer Work- Edgar Middle School Guidance Department**

Move to approve the following school counselor for the 2025 summer work at Edgar Middle School:

Name	# Days	Per Diem Rate	Assignment
Madeline DeBaro	3	\$329.73/day	Scheduling in August

**17. ESL Testing**

Move to approve the following staff to conduct WIDA screening for summer 2025, at the rate of \$51/hour, not to exceed a total of 8 hours (Title III funded):

Janelle Fisher	Ellen Park	Adrianna Reyes
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**18. 2025 New Teacher Orientation Workshop**

Move to approve William Schlavis as a presenter for New Teacher Orientation Workshop, at a rate of \$51/hour, not to exceed 2 hours.

**19. Sheltered English Instruction**

Move to approve the following staff members to participate in Sheltered English Instruction training at an hourly rate of \$51 an hour, not to exceed 15 hours and completed in 2025-2026 school year:

Ashley Pietrowski	Nicole Hanson	Tara Palmieri
Samantha Murphy	Julie Anderson	Amy Johnson

**20. Substitute Paraprofessional**

Move to approve, Kelsee Young as a substitute paraprofessional during the 2025-2026 school year at the rate of \$105/day.

**21. 2025 New Teacher Orientation**

Move to approve the following mentors to work with new teachers at the New Teacher Orientation on August 26, 2025, for up to 6 hours at the hourly rate of \$51/hour:

Alyssa Zimmerman	Erica Hsu	Nicole Coursey	Sarah Masters
Christina Spring	Michele Herold	Lisa Chango	Emily Caponigro
Emily Sanchez	Michelle Bethe	Karen Logan	Katie Upshaw
Janelle Fisher	Kristina Bormann	Alyssa Dugas	Ann Burnett
Bailey Tocci	Erin Santasieri	Samantha Murphy	Emily Tzetos
Beth McLaughlin			

**22. Leave Replacement - Certificated Staff**

Move to approve the appointment of Robin Gill, Leave Replacement for Lauren Spanier, Teacher at Edgar School, effective August 29, 2025 through approximately December 9, 2025, at a per diem rate of \$329.73/day.

**23. Leave of Absence Custodian**

Move to approve the leave of absence of Jonathan Alijewicz, Custodian at Metuchen High School, effective July 14, 2025 through approximately August 29, 2025.

**24. Resignation - Certificated Staff**

Move to accept the resignation of Nicolette Jomo, Teacher at Edgar Middle School, effective August 5, 2025.

-----end of personnel section-----

**B. FINANCE**

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

**1. Change Order Epic Management Inc.**

Move to approve the change order as listed below:

<b>Change Order #</b>	<b>Description</b>	<b>Amount</b>
15	Underground storage tank removal at Moss.	\$9,094.60
16	Exterior egress stairs on the bus loop side at Moss.	\$121,319.24
17	Additional IT wiring	\$23,633.70

**2. Nonpublic Security Aid**

Move to approve the following nonpublic security aid for the 2025-2026 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:

<b>School</b>	<b>Vendor</b>	<b>QTY</b>	<b>Item #</b>	<b>Description</b>	<b>Price</b>	<b>Total</b>
St. Joseph High School	CDW-G	11	8331194	Dell Pro 14 Premium PA-14250-14" Intelcore Ultra 7-266V-Vpro Entrp	\$1,856.76	\$20, 424.36
St. Joseph High School	CDW-G	39	7392186	Dell USB-C adapter-24 pin USB-C to USB Type A 5.2in	\$35.42	\$1,381.38

**3. Resolution**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY AUTHORIZING A JOINT AGREEMENT WITH THE BOROUGH OF METUCHEN PROVIDING FOR USE OF SCHOOL FACILITIES AND PAYMENT THEREFORE**

**BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY as follows.**

SECTION 1. The Board President is hereby authorized and directed to execute the attached Joint Agreement providing for the use of school facilities for municipal purposes and the payment therefor in accordance with the conditions and terms set forth therein, and the Business Administrator/Board Secretary is authorized to attest to such signature

under the seal of this Board of Education. The appropriate representatives of this Board of Education are further authorized and directed to implement the Joint Agreement in accordance with its terms.

SECTION 2. This resolution shall take effect immediately.

**4. Nonpublic Technology Aid**

Move to approve the following nonpublic technology aid for the 2025-2026 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	CDW-G	6	7838228	SMART GX065-V3 65" Interactive Display	\$1,337.88	\$8,027.28
St. Francis Cathedral School	CDW-G	5	4564648	TEQ STANDARD RAIL CABLES & RACEWAY	\$400.00	\$2,000.00
St. Francis Cathedral School	CDW-G	6	6210604	Tequipment Hardware Installation	\$650.00	\$3,900.00
St. Francis Cathedral School	CDW-G	1	5515670	TEQ CLEAN WALL BUNDLE F IFP INSTALL	\$249.00	\$249.00

**5. Professional Development Title II Funds**

Move to approve the following staff from St. Francis Cathedral School to participate in professional development through School Speciality on transforming more than classrooms in partnership with Foss and Delta Education during the 2025-2026 school year, using ESEA Title IIA Non-Public funds not to exceed \$3,250:

Sr. Josephine Galasso	Jana Massett
Jeanette Johnson	Sr. Mary Elizabeth McCauley
Angela Hajduk	Stephanie Macaluso
Marilou Rizzo	

**6. 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 August 12, 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.

**7. Professional Development**

Move to approve the following professional development activities as shown on the following chart:

<b>Start Date</b>	<b>End Date</b>	<b>Activity Title</b>	<b>Name</b>	<b>Building</b>	<b>Approved</b>	<b>Payment</b>	<b>FFPI Proposal #</b>
7/24/2025	7/24/2025	NJASCD Retreat	Lemerich, Kathryn	Central Office	\$0	No cost	
9/11/2025	9/18/2025	Stronge and Associates Training	Omark, Lindsey	Central Office	\$470	Other	
9/19/2025	9/19/2025	NJ STEM Pathways	Omark, Lindsey	Central Office	\$0	No cost	
9/19/2025	9/19/2025	Sustainable Jersey for Schools Tree Grant In-Person Mandatory Workshop	Lemerich, Kathryn	Central Office	\$15.04	No cost	
9/29/2025	9/29/2025	NJSCA Fall Conference	Kurtin, Ilana	Central Office	\$99	Other	
9/29/2025	9/29/2025	Understanding Legal Obligations Related to LGBTQIA+ Status	Manziano, Louis	Central Office	\$195	Other	
10/21/2025	10/21/2025	3rd DrewTEACH Annual AI & Writing Symposium	Manziano, Louis	Central Office	\$93.15	Other	
10/21/2025	10/21/2025	3rd DrewTEACH Annual AI & Writing Symposium	Omark, Lindsey	Central Office	\$90	Other	
11/21/2025	11/23/2025	ACTFL Convention	Cermak, Danielle	MHS	\$769	FFPI	26-007

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

**C. POLICY****Motion/Second/Comments/Roll Call****1. Second Reading of Policy**

Move to approve the second reading of the following policy:

❖ P 5410 PROMOTION AND RETENTION

**2. Reading of Regulation**

Move to approve the reading of the following regulation:

❖ R 5410 PROMOTION AND RETENTION

-----end of policy section-----

**D. CURRICULUM**

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

**1. James Stronge Observation**

Move to approve the James Stronge observation and evaluation system for the 2025-2026 school year.

**2. Book Disposal**

Move to approve the disposal of the following textbooks and from the Metuchen High School:

DEPT	QTY	TITLE	©	PUBLISHER	ISBN
Math 7	123	McGraw Hill Workbooks Course 2 (green)	2015	McGraw-Hill	978-0-02-144789-3

**3. Equipment Disposal**

Move to approve the disposal of the following equipment at Metuchen High School:

Equipment	Course	Brand	Quantity
Combination Disk/Belt Sander	Engineering & Design 8	Grizzly	1

-----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**

Signature: Vincent Caputo  
Vincent Caputo (Aug 13, 2025 13:55:53 EDT)

Email: vcaputo@metboe.k12.nj.us

# 20250722 Board Minutes

Final Audit Report

2025-08-13

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## "20250722 Board Minutes" History

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