

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, OCTOBER 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, 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	A	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

❖ MHS Fall Play Preview

The MHS Footlighters will present Arthur Miller's *The Crucible* on Friday, November 14th & Saturday, November 15th. The *Crucible* is about a small town that spirals out of control when people start accusing each other of witchcraft. As fear takes over, lies and revenge ruin lives, especially that of John Proctor, who tries to do the right thing even if it costs him everything. Tonight, seniors Ryan Stein, who plays John Proctor, and Aidan Bernstein-Lundy, who plays Reverend Parris, will talk a little bit about the play and the Footlighters' upcoming performances.

❖ Sustainable New Jersey District Green Team Collaboration Award - Kate Lemerich spoke and presented awards.

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

7. Presentations

- ❖ NJSLA Presentation - Dr. Herzog, Mx. Manziano, Ms. Omark, Mr. Porowski, Ms. Azevedo, Dr. Costanza and Ms. Lemerich presented. The Board members asked questions and made comments on the presentation.
- ❖ HIB Grading Self-Assessment 2024-2025 SY - Dr. Caputo presented.

8. Reports

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

Mr. Glassberg gave an update on construction.

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

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

Mr. Derflinger gave a report on the Curriculum Committee.

Dr. Spigner gave a report on the Policy Committee.

Dr. Johnson-Marcus gave a report on the Equity Committee, because Mr. Bhatt had to leave.

- ❖ Student Board Member Report - Ms. Michaels-LaMorte gave her student report.

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meeting

October 14, 2025	Special Business Meeting (1)
October 14, 2025	Special Business Meeting (2)
October 14, 2025	Board Meeting

Mr. Bhatt left so he was unable to vote.

Dr. Johnson-Marcus motioned. Mr. Derflinger seconded. Motion carried 5-0-1. Mr. Derflinger 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. Paraprofessional as Substitute

Move to approve the following paraprofessional to serve as a substitute, as needed and assigned, for an additional stipend of \$50/day:

Tara Tay

2. Leave of Absence - Extension

Move to extend the leave of absence of Kate Eosso, Secretary for Campbell School and Special Services Department, through approximately November 30, 2025 (Agenda 9/30/25, Section 13 A15).

3. Appointment of Substitutes

Move to approve the appointment of substitutes for the 2025-2026 school year as listed on the chart below, effective October 22, 2025, pending completion of substitute training and criminal history clearance:

2025-2026 Substitutes for Board Approval 10/14/2025	
Teacher sub with College bachelors degree - \$120/day	
Teacher sub with certification - \$125/day	
Teacher sub with 30+ credits - \$115/day	
Nurse sub - \$210/day	
Nurse 1:1 sub - \$280/day	
Para sub - \$105/day	
Sub Name	Certification/Sub Category
Joseph Corrigan	Substitute with college credits
Justin Langan	Substitute with teacher cert
Sophie Palter	Substitute with college credits
Kamaree Philippe	Substitute paraprofessional
Briseyda Rivera Ortiz	Substitute with college credits

4. Salary Adjustment – Certificated Staff

Move to approve a change in base salary for Christina Dybas, Teacher at Metuchen High School, from Step 3J, \$76,965/year, to Step 4J, \$78,798/year, as a result of her 30 additional credits (MA+30), effective November 1, 2025.

5. Leave of Absence - Extension

Move to extend the leave of absence of Laurie Toth, Paraprofessional at Campbell School, through approximately November 30, 2025 (Agenda 10/14/25, Section 13, A5).

Dr. Johnson-Marcus motioned. Ms. Killean. Motion carried 6-0-0.

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

B. FINANCE

Motion/Second/Comments/Roll Call

1. Professional Development

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

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Start Date	End Date	Activity Title	Name	Building	Approved	Payment	FFPI Proposal #
10/7/2025	10/7/2025	Transformational Learning Summit	Lemerich, Kathryn	Central Office	\$93.61	Other	
10/21/2025	10/21/2025	CST & Related Services-Least Restrictive Environment (LRE) & the IEP Process	Crawford, Courtney	Edgar	\$0	No cost	
10/21/2025	10/21/2025	Sustainable Jersey for Schools Award Ceremony	Lemerich, Kathryn	Central Office	\$109.64	Other	
10/29/2025	12/4/2025	Build Your Thinking Classroom LIVE with Peter Liljedahl	Cecchine, Jennifer	Edgar	\$495	FFPI	26-054
11/10/2025	11/10/2025	2025 NJAHPERD Adapted Health and PE Education Conference	Tzetzos, Panayotis	Campbell	\$175	FFPI	26-061
11/10/2025	11/10/2025	Adapted Health and PE Conference	Keers-Nolde, Kathleen	Campbell	\$175	FFPI	26-059
11/14/2025	11/14/2025	NJAJE Jazz Educators Conference	Messenger, John	MHS	\$0	No cost	
11/14/2025	11/14/2025	Nationalism and Nation-States in the Modern Middle East	Connolly, Laura	MHS	\$55	FFPI	26-055
12/2/2025	12/2/2025	IEP Writing and Progress Monitoring	Crawford, Courtney	Edgar	\$0	No cost	
12/2/2025	12/2/2025	NJASCD Transformational Learning Summit: Best Practices in Education	Azevedo, Suzy	Edgar	\$135	Other	
12/2/2025	12/2/2025	Transformational Learning Summit	Evans, Neyda	Edgar	\$162	Other	
12/2/2025	12/2/2025	Transformational Learning Summit	Lewis, Patricia	Central Office	\$135	Other	
12/5/2025	12/5/2025	Women and Gender in Islam	Connolly, Laura	MHS	\$55	FFPI	26-056
1/13/2026	1/13/2026	CST & Related Services-Special Education & Specially Designed Instruction	Crawford, Courtney	Edgar	\$0	No cost	
1/30/2026	1/30/2026	The United States and Ukraine in Revolution, War, and Peace, 1917-2025	Connolly, Laura	MHS	\$55	FFPI	26-057
2/19/2026	2/20/2026	NJMEA State Conference	Krombholz, Stefeny	MHS	\$311.80	FFPI	26-062
5/7/2026	5/7/2026	Unplugged Engagement: Games for Active Language Learning	Cermak, Danielle	MHS	\$181	FFPI	26-058
5/26/2026	5/26/2026	NJIP PLAs: Teachers-Grouping & Data Collection	Siesputowski, Tara	Edgar	\$0	No cost	

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 October 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. Technology Equipment Purchase

Move to approve the purchase of technology equipment as listed on the provided attachment from Questivity Incorporated in the amount of \$63,619.50.

4. 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 July 31, 2025.

5. 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 August 31, 2025.

6. Budget Transfers

Move to approved budget transfers effective August 31, 2025.

7. Resolution

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY, AUTHORIZING THE USE OF COMPETITIVE CONTRACTING FOR THE SOLICITATION OF PROPOSALS FOR A SOLAR POWER PURCHASE AGREEMENT, ALL IN CONNECTION WITH ITS ENERGY SAVINGS IMPROVEMENT PROGRAM

WHEREAS, the Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the "Board" when referring to the governing body, and the "School District" when referring to the legal entity and territorial area governed by the Board), has previously selected Spiezle Architectural Group ("Spiezle"), which is in contractual privity with DCO Energy ("DCO"), to serve as its Energy Services Company (generally referred to herein as the "ESCO"), to assist with the implementation of its Energy Savings Improvement Program ("ESIP"), which includes provision for, among others, a solar power purchase agreement among its proposed energy conservation measures; and

WHEREAS, the Board now desires to authorize the use of competitive contracting to procure a solar provider and vendor to undertake the development of School District solar, and enter into a solar power purchase agreement with the School District; and

WHEREAS, pursuant to *N.J.S.A. 18A:18A-4.1 et seq.*, and as prescribed by Local Finance Notice 2009-10 dated June 12, 2009, the Board may use competitive contracting in lieu of public bidding for procurement of a solar power purchase agreement; and

WHEREAS, pursuant to *N.J.S.A. 18A:18A-4.3(a)*, the Board is required to pass a resolution authorizing the use of competitive contracting, as is desired here; and

WHEREAS, pursuant to *N.J.S.A. 18A:18A-4.3(b)*, 4.4, 4.5 and 4.6, respectively, the competitive contracting process, including the preparation of a request for proposals for a solar power purchase agreement (the "RFP"), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid RFP, must be administered by the Board's purchasing agent, legal counsel and/or business administrator with the assistance of its ESCO.

NOW, 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 aforementioned recitals of this resolution are hereby incorporated herein by reference as if set forth at length. For the reasons all expressed above, this Board of Education hereby determines to use competitive contracting pursuant to *N.J.S.A. 18A:18A-4.1 et seq.*, and as prescribed by Local Finance Notice 2009-10 dated June 12, 2009, for the selection of a qualified solar power purchase agreement provider (a "PPA Provider"), to assist with a proposed solar project to be undertaken in accordance with the School District's ESIP, and hereby authorizes its ESCO, with the assistance of counsel, to prepare a RFP for the solicitation of the PPA Provider, to publish such solicitation as required by law and to take other steps necessary to enable the School District to enter into a solar power purchase agreement with the provider selected in accordance with the RFP. Other appropriate representatives of the School District are authorized and directed to assist in the preparation, publication and review of the RFP and the proposals as permitted and required by applicable law.

Section 2. This resolution shall take effect immediately.

8. Change Order M&M Construction

Move to approve the change orders as listed below:

Change Order #	Description	Amount
24	PCO#91A - Dated 8/7/25 - Contaminated Soil Loading 817/25. ADD: \$27,676.78	
	PCO#92 - Dated 7/30/25 - Campbell - Removal of Outlets on T&M. ADD: \$3,250.59	
	PCO#J0I - Dated 7/30/25- MHS - 1st Floor UV Feeders. ADD: \$17,862.05	
	PCO#J06- Dated 7/30/25 - MHS - PR#29 Camera Changes. ADD: \$23,603.84	
		\$88, 258.53

	PCO#J08 - Dated 7/30/25 - CES - RFI#4 & 5 Work (Remove/ Reclaim Condensing Units). ADD: \$13,555.64	
	PCO#109 - Dated 7/30/25 - CES - Power Pole Work due to PSE&G. ADD: \$2,309.63	
	PCO#66DR - Dated 8/13/25 - MHS Musco - PJ Smith July 8-25 Billing. ADD: \$61,690.32	
25	PCO#66ER- Dated 8/13/25 - MHS Musco - EUC Added Work July 2025. ADD:\$ 14,373.63	\$76, 063.95

9. Appointment- Applied Behavior Analysis (ABA) Service

Move to approve the appointment of the following for the 2025-2026 school year (Agenda 06/24 / 2025, Section 13, B27):

- 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 \$380,000.

Mr. Suss motioned. Dr. Spigner seconded. Motion carried 6-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary attached.

2. School Bus Emergency Evacuation Drill Reports

Move to accept the following reports on the completion of the School Bus Emergency Evacuation Drills:

- 10/21/2025 8:30 AM, Metuchen High School, student parking lot. Van 16. Supervised by Kathy Glutz
- 10/21/2025 8:00 AM – 2:15 PM, Edgar School, back bus circle. Full School Evacuation Practice during Physical Education & Health Classes, Busses 25 & 23 were used for all. Supervised by Suzy Azevedo & Marissa Plancher. Teachers Leading the drill were John Butler, Rick Carter, Amy Fitzharris, and Drew Bandola
- 10/21/2025 8:45 AM, Moss School (Kindergarten), front school loop on Simpson Pl. Van 12 & Van 14 Supervised by Jen Asprocolas
- 10/21/2025 9:10 AM, Moss School (Preschool), front school loop on Simpson Pl. Van 20 and Van 24. Supervised by Marissa Plancher and Jen Asprocolas
- 10/22/2025 9:30 – 10:20 AM, Campbell Elementary School, Location for the drill was Campbell driveway between Talmadge & Durham. Full school evacuation practice at assigned times in Busses 23 & 25. Supervised by Marissa Plancher, Brooke Kirschner, and Joe Fitzgibbon

3. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases:

- EMS090825001
- EMS091025001
- EMS091125001
- CES091625001
- METHS091725001

Dr, Spigner motioned. Mr. Suss seconded. Motion carried 6-0-0.

-----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- Transportation	Number of Subs Needed.
EMS	Bridgewater Raritan Middle School	Grade 7; The 7th grade G&T STEM class will attend the regional FLL Robotics Competition to present their Innovation Project and compete using their programmed robots to complete timed missions.	Ed Ronk	11/22/ 2025 (Saturday trip)	26	\$375	no subs needed

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Moss	Miss Sara's Play Place	Grade K-2; This trip is for Preschool through 2nd Grade students to support language development, communication, and social interaction skills through hands-on learning experiences.	Lori-Anne DiSerio, Karen Calantoni, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem and Richa Katoch	11/24/2025	19	\$50	no subs needed
MHS	Kelsey Theatre Mercer College	Grade 12,18-21 Program: This trip will give students the opportunity to practice social and communication goals, utilize problem solving strategies and apply academic and technical skills in authentic recreation and leisure settings.	Dawn Valovcin, Michelle Schutz, Joe DiMeglio, Marilyn Levine	12/5/2025	6	\$110	no subs needed
EMS/ MHS	Christkindlm arkt Bethlehem (PA)	Grades 7-12; Students will experience a German Christmas Market very much like the Christmas markets that exist in cities across Germany, Austria, and Switzerland during the holidays. Students will be exposed to German food, music, and holiday culture.	Rachel DiVanno, Michelle Brinkerhoff, Ashley Bosgra, Ilana Kurtin, Stefeny Krombholz, Caroline Forde, Lisa Chango, Nick Tay, Sue Paredes	12/11/2025	90	\$0	6 subs needed

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MHS	Menlo Mall	Grade 12,18-21 Program: This trip will give students the opportunity to practice social and communication goals, utilize problem solving strategies and apply academic and technical skills in authentic recreation and leisure settings.	Dawn Valovcin, Michelle Schutz, Joe DiMeglio, Marilyn Levine, Christina Dybas, Beth Abbott	12/12/2025	42	\$80	2 subs needed
EMS	Mt. Olive High School	Grade 7; The 7th grade G&T STEM class will compete in the North Jersey FLL Championship, presenting their research and prototype to judges and using their robots to complete timed missions.	Ed Ronk	12/13/2025 and 12/14/2025 (Saturday and Sunday; not an overnight trip)	32	\$750	no subs needed
Moss	Metuchen Public Library	Grades K-2; Students will engage in community-based instruction to the Metuchen Public Library to generalize communication, social and ELA goals outside of the classroom and practice engaging within the community.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	12/19/2025	19	\$40	no subs needed

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Moss	We Rock the Spectrum	Grades K-2; Students will engage in activities that encourage social interaction, cooperative play, and the development of gross motor skills.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	1/23/2026	19	\$100	no subs needed
Moss	Metuchen Public Library	Grades K-2; Students will engage in community-based instruction to the Metuchen Public Library to generalize communication, social and ELA goals outside of the classroom and practice engaging within the community.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	2/13/2026	19	\$40	no subs needed

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Moss	We Rock the Spectrum	Grades K-2; Students will engage in activities that encourage social interaction, cooperative play, and the development of gross motor skills.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	3/27/2026	19	\$100	no subs needed
Moss	Rutgers Farm	Grades K-2; Students will engage in interactive experiences that promote communication, self-expression, and collaboration. They will practice describing familiar people, places, and events while participating in meaningful conversations with peers and adults.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	4/17/2026	19	\$100	no subs needed

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MHS	High Note Festivals-Calvary Temple/Dorney Park	Grades 7 and 8; Students will perform at an adjudicated festival, receive feedback from judges, and hear performances by other groups.	Stefeny Krombholz, Christopher McEwan, Robyn Keyes, Jordyn Gallagher	5/8/2026	150	\$0	4 subs needed
Moss	Merrill Park	Grades K-2; Students will participate in activities that promote social interaction, cooperative play, communication, and self-expression. They will develop gross motor skills and learn to recognize safety symbols while engaging with peers and teachers.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown, Patcharapan Erdem, Richa Katoch	5/15/2026	19	\$100	no subs needed
Moss	What's the Scoop	Grades K-2; Students will engage in activities that foster independent decision-making, polite social interactions, turn-talking and communication with peers and adults. They will also develop an awareness of safety symbols and foundational literacy skills.	Lori-Anne DiSerio, Karen Calantoni, Dana Donatelli, Emily Peluso, Caroline Mandel, Vanessa Beibide, Shannon MacMenamie, Neha Jansari, Nicole Lewis, Farhana Khan, Katie Upshaw, Sandy Iacona, Laura Hermans, Emily Almeida, Michella Maldonado, Gunisha Chadha, Gianna Vega, Suzette Brown,	06/05/2026	19	\$40	no subs needed

			Patcharapan Erdem, Richa Katoch				
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Mr. Derflinger motioned. Ms. Killean seconded. Motion carried 6-0-0.

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

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

15. Announcements - None

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 9:40 pm.

Vincent Caputo
Vincent Caputo (Nov 19, 2025 13:10:40 EST)

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Final Audit Report

2025-11-19

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