

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, NOVEMBER 18, 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	P	Mr. Lifton	P
Mr. Derflinger	P	Ms. Michaels-LaMorte	A
Mr. Glassberg	P	Dr. Spigner	P
Dr. Johnson-Marcus	P	Mr. Suss	A

5. Showcase of Success

❖ MHS Chamber Orchestra

The MHS Chamber Orchestra is the premier orchestral ensemble in the Metuchen School District. The MHS Chamber Orchestra consistently received Gold Ratings at the CJMEA Orchestra Festival, and was selected to perform at both the NJMEA Convention in 2024, and the prestigious ASTA National Orchestra Festival in 2025.

Tonight they will be performing a portion of Schubert's "Death and the Maiden" String Quartet. Come see Chamber Orchestra perform the work in its entirety at the Winter Orchestra Concert on Wednesday December 10th at 7:00pm.

❖ Students with Perfect NJSLA Scores Spring 2025

Perfect NJSLA Score English Language Arts
BRYNN ALLEN
MADELEINE AU
ANIKA BANGIA
HASINI PADMA BHARATH
AUDREY BONILLA
EMILY BORTOLATO
CLAIRE CAHILL
SANYA CAPP
CHRISTOPHER CHEN
HAZEL CRAFT
DAVID DICKMAN
CALVIN DUPUIS
TANAY ETUKURI
NASHID FARUQUE*
ALISTAIR FAWCETT*
MICHAEL FAWCETT
AFRIEL ANN FERNANDEZ
ASHTON GANDHI
KAVYA GANDHI
OLIVIA GREEN
BRIAN HE*
KARA HEYBOER
MOIRA HWANG
MARYAM JAMALI
AYUSHI KAMATH
KATHERINE KILLEAN
OLIVIA LAM
MAXWELL LELAND
ANMEI LI
LUCIENNE LIN
SOPHIE LOBO
CAMILLA LUDWIG ALVARADO
SOPHIA MALEH
ERICA MERZLYAKOV
ALEIA MICABALO
KATHERINE MOLINEUX
KAILASH MYERS
WILLIAM NUSSBAUM
EDWARD PERLIN*
SOPHIE POTTER
ANIKA RAI
JOANNA RAICHILSON

HARINI RAO
EVA SKVARCEK
CONNER STONE
NICHOLAS TANG*
SONAM VYAS
JESSIE ZHANG
SALLY ZHENG
SEBASTIAN ZICCARDI
MILA ZIN
Perfect NJSLA Score Mathematics
MAYA DODSON*
NASHID FARUQUE*
BRIAN HE*
JAYDEN HSU
IAN HUA
STEVEN JACOBSON
VIDHUR KARTHIK
ELLA MIAO
GRACE NAHASS
SUMEDH NAIKSATAM
EDWARD PERLIN*
NICHOLAS TANG*
ARJUN VENKAT
JAYA WALIA
YITONG WANG
Perfect NJSLA Score Science
MAYA DODSON*
KAI ENGLERT
ALISTAIR FAWCETT*
ASHER GREENBAUM
MATTHEW LIFTON
BARNAV MITRA
REECE OSBORN-JONES
AIDAN RYDAROWSKI

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

7. Presentations

- ❖ District Goals Update - Dr. Caputo gave his report. Board members made comments and asked questions.

8. Reports

- ❖ President's Report - None
- ❖ Superintendent's Report - Dr. Caputo wished everyone a Happy Thanksgiving.
- ❖ Committee Reports

Mr. Glassberg gave a report on the Construction Committee.

Mr. Lifton gave a report on the Negotiations Committee.

❖ Student Board Member Report - None

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

October 28, 2025	Special Business Meeting (1)
October 28, 2025	Special Business Meeting (2)
October 28, 2025	Board Meeting

Dr. Johnson-Marcus motioned. Mr. Bhatt seconded. Motion carried 7-0-1. Mr. Lifton 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. Leave of Absence - Extension

Move to extend the leave of absence of Lauren Campbell, School Counselor at Edgar Middle School, through approximately June 30, 2026 (Agenda 06/10/25, Section 13, A3).

2. Leave Replacement - Extension

Move to extend the appointment of Madeline DeBaro, Leave Replacement for Lauren Campbell, School Counselor at Edgar Middle School, through approximately June 18, 2026, at a per diem rate of \$329.73/day (Agenda 07/22,25, Section 13, A15).

3. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Ann Leghorn-Orapallo, Reading Specialist at Edgar Middle School and Metuchen High School, effective approximately March 16, 2026 through approximately June 15, 2026.

4. Rescind -1:1 Nurse

Move to rescind the appointment of Laura Hermans, 1:1 Nurse at Moss School, for the 2025-2026 school year, at a rate of \$50.38/hour, effective September 30, 2025.

5. Appointment – Non-certified 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 salary of \$68,391/year, prorated, effective October 1, 2025 through June 30, 2026.

6. New Teacher Academy Presenters

Move to approve Katie Upshaw and Beth McLaughlin as presenters on Navigating Challenging Behaviors for the New Teacher Academy workshop series for the 2025-2026 school year, at a rate of \$51/hour, not to exceed 4 hours each.

7. New Teacher Academy Presenter

Move to approve Panos Tzetzos as a presenter on Adult Self Care for the New Teacher Academy workshop series for the 2025-2026 school year, at a rate of \$51/hour, not to exceed 4 hours.

8. Resignation - Paraprofessional

Move to accept the resignation of Abeera Faizan, Paraprofessional at Campbell Elementary School, effective December 4, 2025.

9. Appointment of Substitutes

Move to approve the appointment of substitutes for the 2025-2026 school year as listed on the chart below, effective November 10, 2025, pending completion of substitute training and criminal history clearance:

2025-2026 Substitutes for Board Approval 11/18/2025	
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
Lily Almeida	Substitute with college credits
Nicolette DiSerio	Substitute with college credits
Cindy Fedun	Substitute with teacher certification
Ana Fernandez	Substitute with college degree
Sophie Palter	Substitute with college degree
Grace Regan	Substitute with college credits
Haley Sullivan	Substitute with college credits
Kaitlyn Sullivan	Substitute with college credits

10. Resolution - Administrative Leave

Be it resolved, employee #102412 was placed on administrative leave with pay on November 12, 2025.

11. Instructional Stipend

Move to approve the following Edgar Middle School instructional stipends for the 2025-2026 school year, retroactive to September 1, 2025:

Name	Assignment	Instructional Stipend
Susan Paredes	German Stipend (0.33)	\$3,017
Margaret Banner	Art Stipend (0.33)	\$3,017

12. ESEA Title I Funded Salary

Move to approve Amy Dee's 2025-2026 school year salary of \$63,500 to be partially ESEA grant funded, up to \$12,700.

13. ESEA Title I Funded Salary

Move to approve Stephanie Tortolani's 2025-2026 salary of \$61,250 to be partially ESEA grant funded, up to \$24,500.

14. Leave of Absence - Extension

Move to extend the leave of absence of Kate Eosso, Secretary for Campbell School and Special Services Department, through approximately January 1, 2026 (Agenda 9/30/25, Section 13 A15).

15. Appointment - Paraprofessional

Move to approve the appointment of Deborah Lee, Paraprofessional at Edgar School, for the 2025-2026 school year, at a salary of \$24,241/year, prorated, effective December 5, 2025 through June 30, 2026.

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

-----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:

Start Date	End Date	Activity Title	Name	Building	Approved	Payment	FFPI Proposal #
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
11/5/2025	11/5/2025	Evolving the Definition of Dyslexia for Greater Inclusivity & Impact	Murphy, Samantha	Campbell	\$0	No cost	11/5/2025
11/5/2025	11/5/2025	Evolving the Definition of Dyslexia for Greater Inclusivity & Impact	Santasieri, Erin	Campbell	\$0	No cost	11/5/2025
12/2/2025	12/2/2025	ASCD Transformational Learning Summit	Lezama, Ann	MHS	\$135	FFPI	12/2/2025
12/2/2025	12/2/2025	ASCD Transformational Learning Summit	Nalepa, Lindsay	MHS	\$135	FFPI	12/2/2025
12/2/2025	12/2/2025	Transformational	Kurtin, Ilana	Central	\$135	Other	12/2/2025

Board Minutes - November 18, 2025

2025	2025	Learning Summit		Office			2025
12/5/2025	12/5/2025	NJCHE Annual Conference	Butler, Michael	Edgar	\$183.13	FFPI	12/5/2025
12/8/2025	12/8/2025	Regional Women's Educational Leadership Forum and Breakfast	Bonassisa, Deneane	Central Office	\$65	Other	12/8/2025
12/8/2025	12/8/2025	Central Math Jersey Supervisors' Meeting	Lemerich, Kathryn	Central Office	\$8.46	No cost	12/8/2025
12/18/2025	12/18/2025	Preparing for America at 250 Years: Indigenous History and Contemporary Life	Wagenblast, Eileen	MHS	\$0	No cost	12/18/2025
1/23/2026	2/20/2026	Designing Thinking Classrooms Across Disciplines	Green, Samantha	MHS	\$295	FFPI	1/23/2026
2/11/2026	2/11/2026	Elementary Math Labs: How to Transform your Math Classroom into an Inquisitive and Investigative Classroom (3-5)	Meyer, Lori	Edgar	\$179	FFPI	2/11/2026
2/18/2026	2/18/2026	Fractions to Functions (4-12)	Meyer, Lori	Edgar	\$149	FFPI	2/18/2026

2. Treasurer of School Monies and Board Secretary's Reports

Move to approve the Treasurer of School Monies' Report, and Board Secretary's Report as of September 30, 2025.

3. Payment of Bills

a) Board Secretary's Certification

Pursuant to N.J.A.C. 6:20-2A.10(d), the Board Secretary has certified that as of November 18, 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.

4. Change Order M&M Construction

Move to approve the change orders as listed below:

Change Order #	Description	Amount
	PCO#103R2 Dated 9/4/25 - ASI#51 MHS Seating Area Drainage. ADD: \$42,137.51	
	PCO#111 Dated 9/23/25 • PR! 9R3- Drainage at Wrestling Room. ADD: \$3,836.66	
	PCO#113 Dated 9/4/25 - MHS Wrestling Room Roof Drain. ADD: \$7,554.09	
26	PCO#115 Dated 9/26/25-MHS - RM 132 Devices. ADD: \$1,078.31	\$56, 904.21

	PCO#116 Dated 9/26/25 - MHS - RM 168 Insulated Panel. ADD \$2,297.64	
27	PCO#102 Dated 9/14/25 -MHS -Added Trenching for Primary Service. ADD: \$33,395.51	\$33, 395.51
28	PCO#120 Dated 10/23/25 - MHS - EUC Repair Existing Inlet. ADD: \$3,926.86	\$3, 926.86
29	PCO#121- Dated 11/4/2025 – MHS – PR32 Add Receptacles	\$3,457.59

5. Grant Acceptance

Move to approve the 2025-2026 Wellness Grant Award through the Schools Health Insurance Fund (SHIF) in the amount of \$11,663 and \$2,500 stipend to Maryanne Vitagliano to administer the grant. Stipend is included in the grant.

6. Comprehensive Maintenance Plan

Move to approve the district's Comprehensive Maintenance Plan for the 2026-2027 school year.

Dr. Johnson-Marcus motioned. Ms. Cheatham seconded. Motion carried 8-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported case.

- EMS100925001

2. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for October 27, 2025 - November 14, 2025.

3. First Reading of Policies and Regulations

Move to approve the first readings of the following policies and regulations:

- ❖ P 6220 Budget Preparation (M)
- ❖ P 6111 Special Education Medicaid Initiative (SEMI) Program (M)
- ❖ P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities
- ❖ P 0173 Duties of Public-School Accountant
- ❖ P 0143 Board Member Election and Appointment
- ❖ P 0177 Professional Services (M)
- ❖ P 0174 Legal Services (M)
- ❖ R 6220 Budget Preparation
- ❖ R 6111 Special Education Medicaid Initiative (SEMI) Program (M)
- ❖ P 1648.15 Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)

Dr. Spigner motioned. Ms. Killeen seconded. Motion carried 8-0-0.

-----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	Metuchen Library	Grades 3-8; Students will engage in community-based instruction to the Metuchen Public Library to generalize communication, social skills and ELA goals outside of the classroom and practice engaging within the community.	Brian Jeney, Alexis WOLFORD, Brendan McCunney, Michelle Duggan, Kelsee Young, Emily Bianchi and Lori Anne DiSerio	11/18/2025	8	\$50	no subs needed
MHS	NJASCD Transformational Learning Summit Registration	Grades 9-12; Students will experience best practices in education and gain inspiration from keynote speaker Richard Culatta, who will share innovative insights on the future of teaching and learning. They will also connect with student leader presenters to learn practical strategies for success.	Lindsay Nalepa	12/2/2025	3	\$0	1 sub needed
CES	Edgar	Grades 3-4; Students will engage in group activities designed to increase and generalize their communication, social, academic and daily living skills.	Brian Jeney, Alexis WOLFORD, Brendan McCunney, Kelsee Young, Michelle Duggan, Emily Bianchi, Lori Anne DiSerio	12/5/2025	8	\$40	no subs needed

Board Minutes - November 18, 2025

MHS	Campbell	Grade 12; Senior MHS students, part of the Robert Wood Johnson Safety Ambassador Program, will be presenting safety lessons to Campbell first grade students.	Karin Flores	1/29/2026	8	\$40	1 sub needed
MHS	Campbell	Grade 12; Senior MHS students, part of the Robert Wood Johnson Safety Ambassador Program, will be presenting safety lessons to Campbell first grade students.	Karin Flores and Danielle Cermak	2/12/2026	8	\$40	1 sub needed
MHS	North Brunswick High School	Grades 9-12; Students in the MHS Chamber Orchestra will participate in the CJMEA High School Orchestra Festival at North Brunswick HS. Students will perform their festival setlist to a panel of judges who will give them written and verbal feedback.	Christopher McEwan	2/23/2026 (after school trip 4-9pm)	23	\$160	no subs needed
MHS	Campbell	Grade 12; Senior MHS students, part of the Robert Wood Johnson Safety Ambassador Program, will be presenting safety lessons to Campbell first grade students.	Karin Flores and Sarah Karger	3/12/2026	8	\$40	1 sub needed

Board Minutes - November 18, 2025

MHS	Campbell	Grade 12; Senior MHS students, part of the Robert Wood Johnson Safety Ambassador Program, will be presenting safety lessons to Campbell first grade students.	Karin Flores and Danielle Cermak	4/9/2026	8	\$40	1 sub needed
MHS	Hamilton on Broadway	Grade 10; Hamilton covers area that we study in U.S. 1	Evan Robbins, Steve Cichetti, Christopher Giddes	4/15/2026 (after school trip 4-9:30 pm)	100	\$0	no subs needed
MHS	New Providence Middle School	Grades 7 and 8; Students in the EMS Advanced Orchestra will participate in the CJMEA Middle School Band/Orchestra Festival. Students will perform for other middle schools in the region, and will receive feedback from professionals in the field.	Christopher McEwan and Jordyn Gallagher	4/24/2026	12	\$140	1 sub needed
EMS	Somerset Patriots Baseball Park	Grade 6; It will be STEM day- there will be activities in math and science for our students to participate in. Students will complete an assignment before and after trip. Exercises focus on how baseball connects to math, science ELA, and Social Studies.	Kristin Bruno, Paul Mruczinski, Ken Smith, Karen Logan, Allyson Rescorl, Suzy Palmer, Caroline Forde, Rebecca Dwyer, Julia Vaughn, Rachel DiVanno	5/27/2026	200	\$0	no subs needed

CES	NJ State House & State Museum	Grade 4; Social Studies: Civics & History	Alexandra Gonzalez, Bianca Rodriguez, Sandy Vorensky, Gina Kish, Rebecca Porretto, Melissa Fiore, Nicole Valera	6/10/2026	100	\$0	no subs needed
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2. ESSA (Every Student Succeeds Act) Grant 2025-2026

Move to approve the district's ESSA grant for 2025-2026 school year to accept the allocations and intended use as per the application (Agenda 8/26/25, Section 13, B8):

Title	Total Allocation	Public Allocation	Non Public Allocation
Title IA	\$63,648	\$63,648	\$0
Title IIA	\$31,034	\$25,476	\$5,558
Title III	\$12,590	\$12,590	\$0
Title III Immigrant	\$5,631	\$5,631	\$0
Title IVA	\$10,000	\$8,209	\$1,791

3. Professional Development

Move to approve F Jones Consulting & Team, LLC DBA Magnolia Consulting Group to provide professional development for I&RS and 504 teams on tiered interventions and supports, for the 2025-2026 school year, not to exceed \$5,600.

4. Professional Development

Move to approve F Jones Consulting & Team, LLC DBA Magnolia Consulting Group to provide professional development for Special Education teachers for the 2025-2026 school year on behavior strategies and interventions, not to exceed \$5,600 (IDEA grant funded).

Mr. Derflinger motioned. Dr. Spigner seconded. Motion carried 8-0-0.

-----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

Board Minutes - November 18, 2025

Dr. Johnson-Marcus motioned. Mr. Lifton seconded. All in favor.

Adjournment at 9:07pm.

Vincent Caputo
[Vincent Caputo \(Dec 17, 2025 10:09:18 EST\)](#)

20251118 Board Minutes

Final Audit Report

2025-12-17

Created:	2025-12-17
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