

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, APRIL 28, 2026

**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	A
Ms. Cheatham	P	Ms. Michaels-LaMorte	A
Mr. Derflinger	P	Dr. Spigner	P
Mr. Glassberg	P	Mr. Suss	P
Dr. Johnson-Marcus	P	Ms. Zimmerman	P

5. Showcase of Success

❖ Edgar Wind Ensemble

The Edgar Wind Ensemble is under the direction of Robyn Keyes. The ensemble is a combination of Band students in both 7th and 8th grade. Tonight you will hear Metrodance by Randall Standridge. According to program notes written by the composer, a visit to New York City inspired this vibrant concert work, supercharged with the urban buzz of one of the most amazing places in the world - the speed of life, and the collision of so many personalities, ideas and cultures is energizing and invigorating. It is a concert celebration that pulsates with the urban groove one feels when walking through those busy streets. The Edgar Spring Band Concert will be held on May 14th at Metuchen High School at 7PM for those who wish to attend.

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

Neeja Sharma, a Metuchen resident, came to speak about the Hindu Educational Foundation.

7. Presentations

- ❖ Corrective Action Plan - Ed Porowski gave his report.
- ❖ Final Budget Hearing
 - Motion to open public hearing

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

- Present budget - Dr. Caputo and Michael Harvier gave their reports.
- Accept comment from public - No comments from the public.
- Motion to close public hearing

Dr. Johnson-Marcus motioned. Dr. Spigner seconded. Motion carried 8-0-0.

- ❖ District Goals Update - Dr. Caputo gave his update.
- ❖ Anti-Bullying Bill of Rights/HIB Official Grade 2024-2025 - Dr. Caputo read off the official HIB grade.

8. Reports

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

Mr. Bhatt gave a report on the Equity Committee.
Mr. Glassberg gave an update on construction.
Mr. Derflinger gave a report on the Curriculum Committee.
Dr. Spigner gave a report on the Policy Committee.
Mr. Suss gave a report on the Extra-Curricular Committee.

- ❖ Student Board Member Report - None

9. Old Business - Dr. Springer announced her resignation from the Board.

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

April 14, 2026	Special Business Meeting (1)
April 14, 2026	Special Business Meeting (2)
April 14, 2026	Board Meeting

Dr. Johnson-Marcus motioned. Ms. Zimmerman seconded. Motion carried 6-0-0. Dr. Spigner and Mr. Suss abstained.

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

13. Recommendations of the Superintendent of Schools
(at this time the Board will take formal action on the following items – see attachments)

Oftentimes it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, is it placed on the agenda for action at a public meeting.

A. PERSONNEL

Motion/Second/Comments/Roll Call

1. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Kathy Keers-Nolde, Teacher at Campbell School, effective June 30, 2026.

2. Appointment - Paraprofessional

Move to approve the appointment of Chioma Ossai, Paraprofessional at Edgar School, at a salary of \$24,923/year, prorated, effective April 23, 2026 through June 30, 2026.

3. Appointment - Certificated Staff

Move to approve the appointment of Michele Cook, Teacher at Metuchen High School, at a salary of \$68,263*/year, Step 4G, effective August 26, 2026 through June 30, 2027.

* salary may be adjusted based on new MEA contract

4. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Janelle Fisher, Teacher at Moss School, effective approximately June 8, 2026 through June 24, 2026.

5. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Courtney Crawford, School Psychologist at Edgar School, effective approximately June 12, 2026 through approximately December 1, 2026.

6. Appointment - Certificated Staff

Move to approve the appointment of Kourtney Levy, Teacher at Campbell School, at a salary of \$64,050*/year, Step 3A, effective August 26, 2026 through June 30, 2027.

* salary may be adjusted based on new MEA contract

7. Leave of Absence - Certificated Staff

Move to approve the leave of absence of Christina Leitner, Teacher at Metuchen High School, effective approximately August 26, 2026 through approximately December 9, 2026.

8. Appointment – Leave Replacement

Move to approve the appointment of Saima Khan, Leave Replacement for Ashley Pietrowski, Teacher at Campbell School, at a rate of \$329.73/day, effective May 4, 2026 through approximately June 3, 2026.

9. Leave of Absence – Certificated Staff

Move to approve the leave of absence of Jessica DiMaggio, Teacher at Moss School, effective August 26, 2026 through June 30, 2027.

10. Resignation - Certificated Staff

Move to accept the resignation of Andrew Southern, Teacher at Edgar School, effective September 10, 2026.

11. Informal Mentor Teacher

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
Cindy Fedum	Moss	Jackie Salit

12. Mentor Training

Move to approve the following mentor to attend mentor training, for 1 hour at the rate of \$51/hour:

Jackie Salit

13. Appointment of Substitutes

Move to approve the appointment of substitutes for the 2025-2026 school year as listed on the chart below, effective April 29, 2026, pending completion of substitute training and criminal history clearance:

2025-2026 Substitutes for Board Approval 4/28/26	
Teacher sub with certification - \$125/day	
Teacher sub with bachelor's degree - \$120/day	
Teacher sub with 30+ credits - \$115/day	
Nurse sub - \$210/day	
Para sub - \$105/day	
Nurse 1:1 sub - \$280/day	
Sub Name	Certification/Sub Category
Suguna Jetti	Substitute with teacher certification
Michelle Cascarelli	Substitute paraprofessional

14. Volunteer Clubs - Metuchen High School

Move to approve the following volunteer clubs at Metuchen High School for the 2025-2026 school year:

Volunteer Club	School	Advisor
Eat Smart, Live Strong Club	MHS	TBD

Eastern European Club	MHS	Trey Jaworski
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15. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Jonathan Nolde, Teacher at Campbell School, effective June 30, 2026.

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

Dr. Caputo wished Kathy Keers-Nolde and Jonathan Nolde a happy and healthy retirement.

-----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 February 28, 2026.

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 April 28, 2026 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 February 28, 2026.

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 #
4/21/2026	4/21/2026	Share My Meals Coffee & Community	Lemerich, Kathryn	Central Office		\$0 No cost	

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4/30/2026	4/30/2026	All Voices, One Vision: Partnering with Students, Families, and Communities for School Mental Health	Bonassisa, Deneane	Central Office	\$0	No cost	
5/1/2026	5/1/2026	NJSELA Meeting	Lemerich, Kathryn	Central Office	\$0	No cost	
5/5/2026	5/5/2026	CFNFRB Suicide Subcommittee	Paredes, Susan	Edgar/MHS	\$0	No cost	
5/11/2026	5/13/2026	Safety Care Trainer Initial Training	Massaro, Isabella	Campbell	\$2599	Other	
5/27/2026	5/27/2026	A Practitioner's Guide to AI and the Law	Wang, Jingjing	MHS	\$219	FFPI	26-141
6/4/2026	6/4/2026	LearningAlly: Spotlight on Dyslexia 2026	Thompson, Lauren	Edgar	\$99	FFPI	26-142
6/29/2026	7/1/2026	ISTELive Conference	Evans, Neyda	Edgar	\$0	No cost	

5. Energy Savings Plan

This Board of Education hereby approves the resolution in the form attached hereto adopting the Energy Savings Plan on attachment 1.

6. SESO Refunding Bond Ordinance

This Board of Education hereby approves the introduction of a school energy savings obligation (SESO) refunding bond ordinance in the form attached hereto authorizing the issuance of SESO refunding bonds to finance the Energy Savings Plan on attachment 2.

7. Local Finance Board Application

This Board of Education hereby approves the resolution in the form attached hereto authorizing application to the Local Finance Board for approval of the energy savings obligation refunding bond ordinance on attachment 3.

8. Power Purchase Agreement

This Board of Education hereby approves the resolution in the form attached hereto approving the Power Purchase Agreement on attachment 4.

9. In-district Transportation Routes

Move to approve Bid Number 26-27-001 with George Dapper Inc. for the following daily routes for in-district transportation for the 2026-2027 school year and to not exceed \$214,485.

Route #	Route Cost
M1	\$197.50
M2	\$197.50
M3	\$197.50

M4	\$197.50
M5	\$197.50
M6	\$197.50

10. Transportation Jointures and Individual Routes 2026-2027

Move to approve the transportation jointures and individual routes for the 2026-2027 school year with the following districts and educational service commissions: Educational Services Commission of New Jersey, Somerset County Educational Services Commission, Monmouth/Ocean Educational Services Commission, Edison School District, and South Plainfield School District.

11. Transportation Providers 2026-2027

Move to approve South Plainfield School District, Dapper Bus, Mercy Transportation, Irvin Raphael Inc, Shamrock Stagecoach, Layla Trans, Piscataway School District, Woodbridge School District, Passaic Valley Coach, Raritan Valley Bus, Coach USA, and Villani Bus as transportation providers for the 2026-2027 school year.

12. Health Insurance

Move to approve the Schools Health Insurance Fund (SHIF) as the district’s medical and prescription health insurance carrier and Delta Dental and Vision/VSP as the district’s dental and vision carrier for the 2026-2027 school year.

13. Adoption of the 2026 – 2027 School District Budget

WHEREAS, the Board of Education must adopt and submit a 2026-2027 school district budget to the New Jersey Department of Education.

NOW THEREFORE BE IT RESOLVED that the Metuchen Board of Education adopt the 2026-2027 school district budget as follows:

	Appropriations	Local Tax Levy
Total General Fund	\$53,535,072	\$47,169,004
Total Special Revenue Fund	\$1,511,199	
Total Debt Service Fund	\$5,983,350	\$4,309,092

The supporting documentation of the budget included an itemization of certain expenditures required under administrative regulations. Maximum travel budget is established at \$90,000. Travel includes professional development that takes place outside the District.

The Board of Education is requesting authority to utilize \$670,956 in health care allowance and this allowance will be utilized by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

The Board of Education is also requesting \$12,652 in enrollment adjustment.

The Board of Education includes in the budget a capital reserve withdrawal in the amount of \$554,743 for repayment of debt.

14. 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:

School	Vendor	QTY	Item #	Description	Price	Total
Friends of the Family	Fox Fence			Install approx. 80 LF of 4" high white solid PVC fence with large lattice top		\$3,360.00

15. ESIP and Contracts

WHEREAS, the Metuchen Board of Education (“Board”) has determined that it is the District’s best interests to pursue energy savings in accordance with New Jersey’s Energy Savings Improvement Program (“ESIP”) laws; and

WHEREAS, the Board previously awarded a contract to Spiezle Architectural Group (“Spiezle”) to conduct an Investment Grade Energy Audit (“IGEA”) as the initial step under the ESIP laws; and

WHEREAS, Spiezle performed the IGEA, developed an Energy Savings Plan (“ESP”) and submitted same to the New Jersey Board of Public Utilities (“BPU”) for its review and approval to proceed with an ESIP in accordance with the ESIP laws; and

WHEREAS, the BPU has determined that the proposed ESP meets the requirements under applicable law and that the Board may proceed with the implementation of the ESP under the ESIP law.

NOW, THEREFORE, BE IT RESOLVED, that the Metuchen Board of Education hereby authorizes an amendment to the existing contract with Spiezle set forth above to include all items necessary to implement the ESP under the ESIP laws using the DIY model.

BE IT FURTHER RESOLVED that the amendment is subject to review by Board counsel.

BE IT FURTHER RESOLVED that the Superintendent and Business Administrator are authorized to execute all documents necessary to implement this resolution.

Mr. Suss motioned. Ms. Zimmerman seconded. Motion carried 8-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

1. Suspensions

The Board hereby acknowledges receipt of the suspension report summary for April 13, 2026 - April 24, 2026.

2. Harassment, Intimidation and Bullying

Move to affirm the findings of the previously reported cases.

- METHS031726001
- EMS032026001

3. District Calendar

Move to approve the revised district calendar for the 2026-2027 school year.

4. School Times

Move to approve the school times for delayed openings and early dismissals during the 2026-2027 school year.

Dr. Spigner motioned. Mr. Suss 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- Transp	No. of Subs needed
MHS	Metuchen Senior Center and Bagel Pantry for lunch	Our Peers to Volunteers volunteer club will be visiting the senior center to put on a tech presentation and answer questions for senior citizens on how to use their cell phones and computers.	Leigh Hanbridge/ Angelique Dulin	5/20/ 2026	30	\$80	no subs needed
MHS	Cais Cafe	The Entrepreneurship and Nutrition Class are visiting Cais Cafe to continue a project started earlier in the year. Students will be hanging up flyers for promotion of a protein bar the nutrition students will be baking	Elizabeth Dorsa, Christine Jarrach and Kate Lemerich	5/28/ 2026	8-10	\$50	2 subs needed
EMS	Latin Port Restaurant	Grade 7 Spanish Students; This annual field trip serves not only as a cultural enrichment opportunity but also as a dynamic extension of classroom learning, providing students with authentic, real-world exposure to the Spanish language and Latin American culture.	Ashley Bosgra, Raquel Williams, Barbara King, Andrea Elton, Christofer Peckhardt, Chioma Ossai	6/2/ 2026 rain date: 6/4/ 2026	50	\$0	4 subs
MHS	NJ State Teen Arts	MHS Jazz Band, 2 vocal students, and 1 art student	Ashley Bosgra, Kelly Murphy,	6/3/ 2026	75	\$0	4 subs

	Festival	were selected as winners from the Middlesex County Teen Arts Festival to compete in the NJ State Teen Arts Festival. Students will be adjudicated by professional artists in their respective fields. All other art and music students will participate in a variety of master class workshops.	Margo Banner, Stefeny Stofa-Krombholz, John Flynn, John Messenger				
EMS	Latin Port Restaurant	Grade 7 Spanish Students; This annual field trip serves not only as a cultural enrichment opportunity but also as a dynamic extension of classroom learning, providing students with authentic, real-world exposure to the Spanish language and Latin American culture.	Ashley Bosgra, Raquel Williams, Barbara King, Andrea Elton, Christofer Peckhardt, Chioma Ossai	6/4/2026 rain date: 6/5/2026	50	\$0	4 subs needed

2. NJDOE Literacy FOCUS Grant

Move to approve the application and acceptance, if granted, of the NJDOE FOCUS grant in the amount of \$4,896 for the 2026-2027 school year.

3. Multilingual Learning Parent Advisory Committee

Move to approve the following teachers for planning and attending the Multilingual Learning Parent Advisory Committee Night on Wednesday, May 13, 2026, at the rate of \$51/ hour, paid through Title III funds, not to exceed 4 hours each:

Janelle Fisher	Adrianna Reyes	Ellen Park
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Mr. Derflinger motioned. Mr. Suss seconded. Motion carried 8-0-0.

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

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

15. Announcements - Ms. Zimmerman 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. Suss seconded. All in favor. Adjournment at 10:00pm.

Vincent Caputo
Vincent Caputo (May 13, 2026 09:30:24 EDT)







20260428 Board Minutes

Final Audit Report

2026-05-13

Created:	2026-05-13
By:	Jennifer Alijewicz (jalijewicz@metuchenschools.org)
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