

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

TUESDAY, AUGUST 11, 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

Dr. Al-Sweel	P	Mr. Glassberg	A
Mr. Bhatt	P	Dr. Johnson-Marcus	P
Ms. Branch	A	Ms. Killean	P
Mr. Casey	P	Mr. Suss	A
Ms. Cheatham	P	Ms. Zimmerman	P
Mr. Derflinger	P		

5. Showcase of Success

❖ New Hires

Casady Hand – Moss Preschool
Molly Larkin – CES 4th grade
Gabriella Pinho – CES Special Ed
Julianne Ulmer – EMS/CES Social Worker LR

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

7. Presentations - None

8. Reports

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

- ❖ Student Board Members Reports - Mr. Casey gave his student report.

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

July 21, 2026	Special Business Meeting (1)
July 21, 2026	Special Business Meeting (2)
July 21, 2026	Board Meeting

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. Home Instruction

Move to approve Leah Horesh to provide Home Instruction for the 2026-2027 school year at the rate of \$63/hour as needed.

2. Instructional and Non-Instructional Stipends

Move to approve the following Stipends for the 2026-2027 school year as listed on attachment 1, and 2.

3. Appointment Correction - Event Staff

Move to rescind the following Event Staff for the 2026-2027 school year, at the rate of \$55 per event and move to approve the following Event Staff for the 2026-2027 school year, at the rate of \$56 per event (Agenda 07/21/2026, Section 13, A15):

Abbott, Beth	Grant, Molly	Mooney, Mark	Ulmer, Bob
Almeida, Emily	Green, Samantha	Mruczinski, Paul	Valovcin, Dawn
Azzara, Maureen	Hausser, Audrey	Murray, Chad	Valovcin, Sarah
Baird, Alexa	Jacobi, Jacquelyn	Nalepa, Lindsay	Vaughn, Julia
Bandola, Drew	Jaworski, Trey	Ortega, Anais	Vosinas, Nick
Banner, Margo	Kato, Yoko	Ortman, William	Wang, Jingjing
Butler, John	Keagle, Joe	Palermo, Samantha	Warnock, Michael

Butler, Mike	Kim, Lauren	Paredes, Susan	Yelencsics, Molly
Caponigro, Anthony	Knoth, Mike	Plancher Marissa	Youngman, Julie
Caponigro, Emily	Korellis, Lauren	Rappleyea, Sean	Zaneto, Nick
Clapp, Ryan	Lanigan, Jessica	Rosenberg, Marjorie	
Corrigan, Donna	Latham, Lisa	Schutz, Michelle	
Coursey, Nicole	Latta, William	Shorr, Amanda	
Cundari, Richard	Leitner, Christina	Stevens, Jonathan	
Dees, Amy	Levine, Marilyn	Sullivan, Allison	
Eosso, Kate	Lezama, Ann	Taylor, Carolyn	
Flores, Karin	Longo, Karen	Tay, Nick	
Girin, Anna	McDuffie, Bill	Thomas, Jim	
	Montgomery, Charmane	Tzetzos, Panos	

4. Appointment - Cash Box

Move to approve Maureen Azzara and Donna Corrigan for the 2026-2027 school year to handle the Cash Box at athletic events, at the following rates:

Position	MHS Football Games (per game)	MHS Basketball Games (per game)
Cash Box	\$ 78	\$ 67

5. Unified Club Advisor

Move to approve Beth Abbott for a stipend as Unified Club Advisor for the 2026-2027 school year at the amount of \$1,239 (IDEA grant funded).

6. Safety Care Correction - Trainer Training

Move to approve Emily Almeida to attend Safety Care “Train the Trainer” initial training at the rate of \$52/hour, not to exceed 16 hours (Agenda 06/23/2026, Section 13, A35).

7. IDEA Grant Funded Salary

Move to approve Sandra Spinelli’s salary of \$27,152 to be partially IDEA grant funded up to \$18,516 for the 2026-2027 school year.

8. Safety Care Training - Non-Certificated Staff

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

Tara Tay	Farhana Khan	Richa Katoch
Gianna Vega	Suzette Brown	Mili O’Brien

9. Safety Care Training - Certificated Staff

Move to approve the following certified staff to participate in Safety Care Training at the the rate of \$52/hour, not to exceed 12 hours each:

Dana Donatelli	Michele Herold	Jessica Sorrenti
Danielle Wright	Michella Maldonado	

10. Summer Work - GoIT Middle School STEM Program Summer 2026

Move to approve the following teacher for the GoIT middle school summer STEM program, pending MOU and funding from Tata Consultancy Services Corporate Social Responsibility Program (Agenda 6/23/26, Section 13, A75):

Name	Program	Rate	Number of Hours	Funding Source
John Peach	GoIT Middle School Summer STEM Program	\$52 per hour	35	Reimbursed by Tata Consultancy Services Corporate Social Responsibility program

11. Clubs and Co-Curricular Activities

Move to approve the following co-curricular stipends for the co-curricular activities for the 2026-2027 school year as listed on attachment 3 (Agenda 7/21/2026, Section 13, A16).

12. Transfer – Certificated Staff

Move to approve the following transfer for the 2026-2027 school year:

Name	Position	Transfer From:	Transfer To:
Sarah Valovcin	Teacher	Moss	Moss and Campbell

13. STAR Academy 2026 Summer Correction

Move to approve the following staff members for the STAR Academy for the Summer 2026 (Agenda 6/23/26, Section 13, A41):

Name	Program	Stipend	Date	Grant Funding Source
Kristina Santos	STAR Academy Small Group Instruction; 1 Session	\$1,000 total	July 6, 2026-August 4, 2026	Title III
Erin Santasieri (0.6) Michelle Bethe (0.2) Adrianna Reyes (0.2)	STAR Academy Small Group Instruction, session 2	\$1,000 total	July 6, 2026-August 4, 2026	Title III
Kristina Santos (0.6) Michelle Bethe (0.2) Adrianna Reyes (0.2)	STAR Academy Small Group Instruction, session 3	\$1,000 total	July 6, 2026-August 4, 2026	Title III

14. CPR/AED Training

Move to approve the following to provide CPR/AED and First Aid training during the 2026-2027 school year at a rate of \$52/hour, not to exceed 9 hours each:

Bob Ulmer	Nick Zaneto
Mark Mooney	Julie Youngman
Drew Bandola	

15. Informal Mentor Teachers

Move to approve the following staff to serve as an informal mentor for the 2026-2027 school year, to be paid at a rate of \$52/hour, not to exceed six hours:

Teacher	School	Mentor
Jennifer Pasquale	CES	Chrissy Theiss
Kathy Busch	CES/Moss	Emily Peluso
Anthony Calvano	CES	Jennifer Cecchine
Robin Gill	EMS	Caroline Forde

Rebecca Rivera	EMS	Karen Logan
Julianne Ulmer	MHS	Lisa Granados
Michele Cook	MHS	Bill Schlavis
Sean Hubert	MHS	Amanda Shorr
Sarah Valovcin	CES/Moss	Joe Fitzgibbon

16. Formal Mentor Teachers

Move to approve the following formal mentor teachers to work with the following mentee teachers for the 2026-2027 school year:

New Teacher/Leave Replacement	School	Mentor	Payment Traditional Route \$550.00 Alternate Route \$1,000.00
Casady Hand	Moss	Shannon MacMenamie	\$550
Cindy Fedun	Moss	Michele Herold	\$550
Kourtney Levy	CES	Danielle Rubinowitsch	\$550
Mathew Simon	CES	Tom Yakowenko	\$550
Molly Larkin	CES	Kelli Holleran	\$550
Michael Harris	CES	Panos Tzetzos	\$1,000
Gabriella Pinho	CES	Alyssa Zimmerman	\$550
Saima Khan	CES	Vincent Signorile	\$1,000 (prorated)
Alicia Spencer	EMS	Todd Gural	\$550
James Borg	EMS	Melissa Robbins	\$1,000 (prorated)
Dr. Claire Riggs	MHS	Samantha Green	\$1,000

17. 2026 New Teacher Orientation

Move to approve the following mentors to work with new teachers at the New Teacher Orientation on August 27, 2026, for up to 6 hours at the hourly rate of \$52/hour:

Shannon MacMenamie	Alyssa Zimmerman	Chrissy Theiss	Lisa Granados
Michele Herold	Vincent Signorile	Emily Peluso	Bill Schlavis
Danielle Rubinowitsch	Todd Gural	Jennifer Cecchine	
Tom Yak	Melissa Robbins	Caroline Forde	
Kelly Holleran	Samantha Green	Karen Logan	
Panos Tzetzos	Amanda Shorr	Joe Fitzgibbon	

18. Summer Work

Move to approve Maureen Azzarra for up to an additional 5 days of Summer work at her hourly rate.

19. Appointment- Certificated Staff

Move to approve the appointment of Claire Riggs, Teacher at Metuchen High School for the 2026-2027 school year, at a salary of \$67,650/year, Step 5A, effective August 26, 2026 through June 30, 2027.

20. Resignation - Paraprofessional

Move to accept the resignation of Cal Harkness, Library Paraprofessional at Edgar Middle School, effective August 7, 2026.

21. Salary Adjustment - Maintenance Stipend

Move to approve the addition of a \$1,000 maintenance stipend to the salaries of Jean Jean-Gilles and Paxton Jersheid, in accordance with the Metuchen Custodial and Maintenance Contract, Schedule B, effective July 1, 2026.

22. Leave of Absence - Paraprofessional

Move to approve the leave of absence of Joyee Mondal, Paraprofessional at Campbell School, effective August 26, 2026 through approximately September 11, 2026.

23. Appointment - Leave Replacement

Move to approve the appointment of Sue Fackler, Leave Replacement for Nga Fizur, School Nurse at Moss School, effective August 26, 2026 through approximately December 1, 2026, at a rate of \$332.43/day.

24. Appointment - Custodian

Move to approve the appointment of Elimat Lozamat, Custodian, for the 2026-2027 school year, at a salary of \$44,226/year, Step 1, effective August 12, 2026 through June 30, 2027, pending criminal history clearance.

25. Appointment - Paraprofessional

Move to approve the appointment of Emmanuel Gray, Library Paraprofessional at Edgar School, for the 2026-2027 school year, at a salary of \$24,787/year, effective August 26, 2026 through June 30, 2027.

26. Appointment - Custodian

Move to approve the appointment of Jeymi Escobar, Custodian, for the 2026-2027 school year, at a salary of \$44,226/year, Step 1, effective August 12, 2026 through June 30, 2027, pending criminal history clearance.

Dr. Johnson-Marcus motioned. Mr. Derflinger seconded. Motion carried 5-0-2. Ms. Cheatham and Ms. Killeen abstained.

-----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 #
8/5/2026	8/5/2026	Leadership in Science Facilitator at Administrator	Lemerich, Kathryn	Central Office	\$20.77	Other	
8/11/2026	8/11/2026	Using AI For Leadership PSEL Standards 6, 9 and 10	Azevedo, Suzy	Edgar	\$0	No cost	
10/14/2026	10/16/2026	2026 NJPSA Fall Conference	Evans, Neyda	Edgar	\$843	Other	

2. Change Order M&M Construction

Move to approve the change orders as listed below:

Change Order #	Description	Amount
39	PCO # 148 Dated 7/21/2026 MHS – UV Programming Trial Add \$14,068.98	\$14,068.98

3. Appointment – Applied Behavior Analysis (ABA)Services

Move to approve the appointment of the following for the 2026-2027 school year:

- The Special Education Teacher a franchisee of Hi5ABA as a provider of independent BCBA services at a rate of \$115/hour for the 2026-2027 school year not to exceed \$121,992.00 (Agenda 6/23/2026, Section 13, B22).

4. IDEA Grant for 2026-2027

Move to approve the IDEA grant allocation for the 2026-2027 school year and the use of IDEA grant allocations towards special education needs:

IDEA Grant	Total Allocation	Public Allocation	Non-public allocation
Basic allocation	\$711,135	\$590,213	\$120,922
Preschool allocation total	\$20,047	\$20,047	\$0

5. Appointment Financial Advisor for Continuing Disclosure Agent

Appoint Phoenix Advisors LLC, as Financial Advisors Continuing Disclosure Agent.

6. Nonpublic Technology Aid

Move to approve the following nonpublic technology aid for the 2026-2027 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	4		SMART BOARD GX065V4+1INTRCTVE DISPL	\$1,845.69	\$7,382.76
St. Francis Cathedral School	CDW-G	4		EQUIPMENT HARDWARE INSTALLATION	\$677.63	\$2,710.52
St. Francis Cathedral School	CDW-G	4		TEQ CLEAN WALL BUNDLE F/IFP INSTALL	\$264.83	\$1,059.32
St. Francis Cathedral School	CDW-G	1		TEQUIPMENT 25FT 18 AWG UNIV PWR CORD	\$29.65	\$29.65
St. Francis Cathedral School	CDW-G	1		TEQSTANDARD RAIL CABLES & RACEWAY	\$405.42	\$405.42
St. Francis Cathedral School	CDW-G	1		TEQUIPMENT 25FT 18 AWG UNIV PWR CORD	\$1,930.56	\$1,930.56

7. Purchase of Furniture

Move to approve the purchase of furniture for Moss School as seen on attachment 4.

Dr. Johnson-Marcus motioned. Ms. Zimmerman seconded. Motion carried 7-0-0.

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

C. POLICY

Motion/Second/Comments/Roll Call

Nothing at this time

-----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	Killington Ski Resort, Vermont	Students in grades 9-12 will participate in an annual skiing and snowboarding activities for two days at the Killington Ski Resort. Students will also participate in an indoor rock climbing activity at the Notch Climbing Gym.	Anna Girin, Danielle Cermak, Julie Youngman, additional chaperone	2/5/ 2027 - 2/7/ 2027 (overnight trip)	48	\$0	no subs needed
MHS	Dodge Poetry Festival - NJ PAC	English 11 Honors and 12 AP English Class students will study poetry and observe how poets present their works. The trip also allows students to present their own poetry to an audience.	Adam Levy, Lauren Kim and Alexa Baird	10/16/ 2026	18	\$0	3 subs needed

2. Student Intern

Move to approve the placement of the following student intern from Kutztown University in the Metuchen Public School District during the 2026-2027 school year:

Name	School	Supervisor
Erin Manning	Campbell	Rebecca Klein

3. Open SciEd

Move to approve Rutgers Center for Math, Science and Computer Education (CMSCE) to provide professional development on OpenSciEd during 2026-2027 school year, not to exceed \$13,875, partially funded by Title IV(\$2,865) and FFPI (\$3,835).

4. Professional Development

Move to approve CDW-G to provide a full-day Professional Development SMART board training sessions to support Metuchen Public Schools staff during the August 27, 2026, District Inservice day, not to exceed \$2,000.

5. Professional Development

Move to approve Don't Diet Dietitian LLC to provide professional development during the 2026-2027 school year, not to exceed \$825.

6. Book Disposal

Move to approve disposal of the following books from the Moss Library due to damaged and poor condition on attachment 5.

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

-----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. Ms. Cheatham seconded. All in favor. Adjournment at 8:20 pm.

Vincent Caputo
Vincent Caputo (Oct 12, 2026 09:54:45 EDT)

20260811 Board Minutes

Final Audit Report

2026-10-12

Created:	2026-10-12
By:	Jennifer Alijewicz (jalijewicz@metuchenschools.org)
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2026-10-12 - 1:54:43 PM GMT
-  Document e-signed by Vincent Caputo (vcaputo@metboe.k12.nj.us)
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