

**MISSION STATEMENT:** To foster a safe and equitable environment that celebrates our diverse learners, and provides the necessary resources and supports to prioritize the social-emotional and academic development of all students.

**COMMITTEE OF THE WHOLE MEETING** was held on September 8, 2025, Cambridge Park Elementary School, 1 Crest Way, Aberdeen, NJ.

## **I. CALL TO ORDER**

President, Ms. Werneke called the Committee of the Whole Meeting to order at 6:32 pm.

## **II. STATEMENT OF ADEQUATE NOTICE**

“The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or agreed upon. In accordance with the provision of this act, the Matawan-Aberdeen Regional School District Board of Education advertised this meeting on June 3, 2025 in the Asbury Park Press and on the district’s website. This notice was sent to the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Joint Free Public Library. The notice was also placed on the district’ website.

## **III. PLEDGE OF ALLEGIANCE**

## **IV. ROLL CALL**

Present:	Ms. Werneke - President	Ms. Martinez - Vice President
	Ms. Ascoli	Ms. Feiles
	Mr. McGovern	Mr. Montone
	Ms. Pell	Ms. Skop
	Ms. Spruell	

Absent:

Also	Ms. Perez, Superintendent of Schools
Present:	Ms. Case, School Business Administrator/Board Secretary
	Mr. Liebmann, Assistant Superintendent for School Administration PreK-12
	Dr. Rawls- Dill, Director of Personnel

## **V. EXECUTIVE SESSION I**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel Matters and Legal Services. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 30 minutes after which the public meeting of the Board shall reconvene and proceed with business if necessary. Action will not take place.

It was moved by Ms. Martinez seconded by Ms. Feiles that the Board convene in Executive Session and approved by a unanimous voice vote at 6:33 pm.

It was moved by Ms. Spruell, seconded by Ms. Pell that the Board return to Open Session at 7:02 pm.

**VI. MINUTES**

- None

**VII. CORRESPONDENCE TO THE BOARD**

Motion by Ms. Skop, seconded by Mr. McGovern to approve the following correspondence:

Email received Aug 26, 2025, therealjlee4@gmail.com, regarding "Other"

Email received Aug 26, 2025, adriana.tula@icloud.com, regarding "Transportation"

Email received Sep 8, 2025, Drewpras@gmail.com, regarding "Transportation"

**VIII. SUPERINTENDENT'S REPORT - Ms. Perez**

Good Evening Everyone and Happy New School Year!

Opening days for both students and staff were a success-

- Staff engaged in professional development days, orientation and preparation for student arrival. They also had an opportunity for articulation and some reconnecting with their peers and administration.
- Our students arrived on Thursday with smiles, new haircuts and excitement meeting their teachers, seeing who was in their classes, lunch, and learning more about activities, clubs and ways to be involved and having a sense of belonging in their schools. We are starting off STRONG! And students are HERE!
  - Attendance on the first day of school was 97% across the district!
    - I do want to highlight Ravine Drive preschoolers was 100%
    - Cliffwood 3rd grade and 4 year olds was 100%
    - Strathmore 3rd grade was 100% and
    - MAMS had the highest percent at 98%
  - Today we were again at 97%
    - MAMS had the highest percent at 98%
    - Cliffwood 3rd grade and 3 year old was at 100%
    - Ravine Drive & Strathmore 4 year old preschoolers - 100%
  - In comparison to last year's opening of schools - student attendance is higher
- We observed arrival and dismissal patterns.
  - At the high school additional police presence to assist with traffic (Thank you Aberdeen PD).
- Thank you to all of our families, transportation department and community members for getting our students safely to school.
- Back to School Nights are underway and Fall events at each of our schools
  - Please stay informed and check out your school's website for event
  - Please remember to complete all parent forms including lunch applications
- Enrollment we will continue to monitor each month
  - We have had 22 new registrations this past week across the district
- We will be sharing information and upcoming community forums to elicit community feedback with future redistricting for the upcoming school year 2026-27

Wishing everyone much success this academic school year!

**IX. BOARD PRESIDENT'S REPORT - Ms. Werneke**

Certified Board

- Workshop on Board self evaluation and goal setting
- As we keep our community informed on key topics shaping our district's future, one important update comes from a recently completed demographer's study. That study projects our district's population will increase by 4.2% through 2030.
- We are already seeing this projection play out, as we have received more-than-anticipated kindergarten registrations. We want to assure our families that the district is ready. Our principals are making sure we are fully-staffed with classrooms prepared to meet the needs of all incoming students. The complete demographer's report is available on the Business Department page at [marsd.org](https://www.marsd.org), and we encourage the community to review it. We will continue working closely with the demographic firm to develop redistricting plans to balance enrollment across our schools.

- A reminder that parental involvement is one of the strongest predictors of student achievement, including higher grades, regular attendance, and on-time graduation. We encourage families to be engaged by attending events, volunteering with school PTOs, checking the parent portal, Google Classroom, and students' class and homework.

Let's 'Build Connections' together!

**X. STUDENT REPRESENTATIVE’S REPORT - None**

**XI. CURRICULUM AND INSTRUCTION**

Mr. Liebmann reviewed the Curriculum & Instruction Agenda requesting the Board take action on Item A. The remainder of the items will be presented for action at the September 29, 2025 meeting.

**B. OTHER**

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the revised 2025-2026 MARSD School Improvement Panel (ScIP) Committee Members for Matawan Regional High School. Staff members highlighted in bold will also serve on the District Evaluation Advisory Committee (DEAC) for the 2025-2026 school year.

<b>Matawan Regional High School</b>
<p><b>Michael C. Wells</b>  <b>Sean Cronin</b>                      Robert Carnovsky                      Meg Harrington  <b>Pam Kacen</b>                      Sheryl Kish                      Dave Miller  <b>Julianna Walker</b>                      Dylan Warren</p>

**XII. STUDENT SERVICES**

Mr. Liebmann reviewed the Curriculum & Instruction Agenda requesting the Board take action on Item 1.

**XIII. PERSONNEL**

Dr. Rawls-Dill presented the Personnel Agenda requesting the Board take action on Items 1 through 3 and Walk In Items 1 through 4. The remainder of the items will be presented for action at the September 29, 2025 Regular Action Meeting.

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**A. Resignations/Retirements - 2025/2026 School Year**

<b>Name</b>	<b>Loc</b>	<b>Position</b>	<b>Reason</b>	<b>Hire Date</b>	<b>Effective Date</b>
Pickell, Lee	MS	Special Education Teacher	Resignation	9/1/2010	10/24/2025

**B. Leave of Absence - 2025/2026 School Year**

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Toomey, Joanne	RD	Teacher	Medical FMLA/NJFLA Intermittent		9/9/25-3/6/26 (Tuesdays & Wednesdays) Amended - Previously Approved on 8/25/25

**C. Appointments - 2025/2026 School Year**

**1. New Hires**

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates

**Note:** The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

**2. Extra-Curricular Activities - 2025/2026 School Year**

Name	Loc	Activity	Position	Step/Stipend	Effective Date
<b>Athletic Activities</b>					
<b>Non-Athletic Activities</b>					
TBD	LR	Technology Club (Formerly Student Leadership Club)	Advisor	\$1,175.25	2025-2026 School Year
TBD	MS	Safe Space Club	Advisor	\$1,191.98	2025-2026 School Year Posyton LOA
<b>Hourly Activities</b>					

**3. Staff Array Changes - 2025/2026 School Year**

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason

**4. College Student Observers/Teachers/Interns - 2025/2026 School Year**

Name	Cooperating Staff Member	Assignment

**5. Volunteers - 2025/2026 School Year**

Name	Location	Activity	Effective Date

**Note:** The law on background checks requires ultimate clearance prior to any approval becoming final, in addition to any other pre-approval paperwork.

**D. Other**

**1. HIB - 2024/2025 School Year**

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during the Executive Session of the Matawan-Aberdeen Board of Education Meeting of August 25, 2025:

Incidents Reported	Confirmed Incidents
1	0

**XIV. POLICY**

Dr. Rawls-Dill presented the Policy Agenda requesting the Board adopt the second reading of the policies listed on the Policy Agenda.

**XV. FINANCE**

Ms. Case reviewed the Finance Agenda on which the Board will take action at the September 29, 2025 Regular Action Meeting.

**Board Secretary’s Monthly Certification - August 2025**

PURSUANT TO NJAC 6A:20-2-2.13(D), we certify that as of August 31, 2025, after review of the Secretary's monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the school year.

I, Lindsey Case, School Business Administrator/Board Secretary certifies that for the month of August 2025 no line item has been over expended in violation of NJAC 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.



School Business Administrator/Board Secretary

**Payroll Certification**

The School Business Administrator/Board Secretary reported, in compliance with NJSA 18A:1919-1B, has certified the August 15, 2025 in the amount of \$462,829.39 and the August 29, 2025 in the amount of \$377,352.57 payroll.

**The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:**

**1. Receipt and Acceptance of the August 2025 Board Secretary’s Report**

Recommend the receipt of the Board Secretary Financial Reports as of August 31, 2025, be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to NJAC 6A:23A-16(c)3 that no major account of fund has been over expended as of August 31, 2025 based upon the Board Secretary’s Certification and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**2. Treasurer’s Report - August 2025**

PURSUANT TO NJAC 6A:23A-16.10 (c) 3, approve the Treasurer’s Report for the month of August 2025.

**3. Approve Appropriation Transfers**

Recommend that the Board of Education approve the transfers attached.

**4. Approve Bills**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$XXXXX.

**5. Enrollment Sep 2025**

[Student Enrollment](#)

**6. Fire and Evacuation Drills**

The following Fire and Evacuation Drill occurred during **July 2025**

School Name	Security Drill Type	Date & Time
Cliffwood Elementary School	Lockdown	8/6/25 @ 8:55 am
Cliffwood Elementary School	Fire Drill	8/7/25 @ 8:55 am
Matawan-Aberdeen Middle School	Fire Drill	8/4/25 @ 9:35 am
Matawan-Aberdeen Middle School	Shelter in Place	8/5/25 @ 9:34 am
Ravine Drive Elementary School	Fire Drill	8/1/25 @ 10:30 am
Ravine Drive Elementary School	Medical Emergency	8/21/25 @ 11:30 am

**XVI. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS**

- None

**XVII. VOTE/ROLL CALL ON AGENDA ITEMS**

**CURRICULUM & INSTRUCTION**

Motion by Ms. Feiles, seconded by Mr. McGovern to approve the following resolution(s):

**A. TRAVEL**

Pursuant to travel policy #6471, the following staff is approved for travel related to training and workshops. This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and the district’s Professional Development Plan. [\(Curriculum & Instruction Attachment #1\)](#)

**Policy:** #6471 Travel/Reimbursable Expenses

**Rationale:** Required estimates to abide by law and policy

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Martinez	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, and zero (0) members were absent.

**STUDENT SERVICES**

Motion by Ms. Feiles, seconded by Ms. Martinez to approve the following resolution(s):

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following provider for the 2025-2026 school year.

<b>Provider</b>	<b>Cost</b>	<b>Effective Dates</b>
Planet Fitness Membership	8 students @ \$160.00 per student. Reach Program)	9/15/25-6/30/26

**Rationale:** Planet Fitness offers students aged 18-21 a valuable experience to fulfill the physical fitness component required for high school graduation. Participation not only allows students to meet their high school requirements through community-based instruction, but it also aligns with the Life Skills goals and objectives outlined in their Individualized Education Programs (IEPs). Engaging in fitness activities within a supportive environment helps students develop essential social skills, such as teamwork, communication, and self-discipline, which are crucial for their personal development and future success.

**Cost:** \$1,280.00 **Account#** 11-000-219-890-09-0000-0

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Ascoli	X				
Ms. Feiles	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Martinez	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, and zero (0) members were absent.

**PERSONNEL**

Motion by Ms. Pell, seconded by Ms. Spruell to approve the following resolution(s):

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**1. Resignations/Retirements - 2025/2026 School Year**

<b>Name</b>	<b>Loc</b>	<b>Position</b>	<b>Reason</b>	<b>Hire Date</b>	<b>Effective Date</b>
Hudak, Jennifer	CL	Preschool Teacher	Resignation	9/1/2001	9/2/2025
Ruck, Meghan	CO/TR	Transportation Assistant	Resignation	9/26/2022	8/26/2025
Webster, Lauren	ST	Art Teacher	Resignation	9/1/2021	9/2/2025 Amended Date - Previously Approved on 8/25/2025

**2. Leave of Absence - 2025/2026 School Year**

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Furman, Jessica	MS	Teacher	Medical	With Pay	9/3/25-9/22/25
Savinon, Katiria	CO	Confidential Secretary	Medical FMLA	Without Pay	8/27/25 ½ Day AM
Weaver, April	CO	School Bus/Van Driver	Medical	Without Pay	9/4/25-10/7/25

**3. Appointments - 2025/2026 School Year**

**a. New Hires**

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates
Calvosa, Helena	RD	Part-Time Speech Language Specialist	E-10	\$60,684.00 .78 FTE	New Position	9/1/25-6/30/26 Amended - Previously Approved on 8/25/25
DeGroat, Margaret	RD	Special Education Teacher - ERI	E-7	\$70,750.00	Lozano Resignation	11/10/25-6/30/26

**Note:** The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

**b. Transportation Assistant Hours - 2025/2026 School Year**

Name	Hours Per Day	Route
Chevalier, Davina	4.0	3-Tier District Route
DeGennaro, Sara	4.5	4-Tier District Route
Evans, Colleen	3.5	2-Tier District Route
Fields, Diane	4.5	4-Tier District Route
Fineran, Kayla	3.5	2-Tier District Route REACH/Elementary
Gallo, Kayla	4.5	4-Tier District Route
Hulse, Kathleen	3.5	2-Tier District Route
Larys, Trevor	4.5	Hawkwood
Nielsen, Jenny	4.5	Hawkwood
Narine, Gladys	4.0	Hawkwood
Tapinis, Eladia	3.5	3-Tier District Route
Weaver, Mary	3.5	2-Tier District Route
Weber, Melissa	3.5	2-Tier District Route

**c. Staff Array Changes - 2025/2026 School Year**

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Califano, Shannon	HS: 1.00	Chemistry Teacher	HS: 1.00 .04 O/L	Chemistry Teacher Chemistry Lab	10/13/25-6/30/20 Amended Dates - Previously Approved on 6/16/25
Carbajal, Lorena	HS: 1.00	Acting Principal	RD: 1.00	Acting Principal Step A-7 \$167,792.31	9/2/25-1/4/26 Bera LOA
McMillan, Marloudiza	HS: 1.00	Science Teacher	HS: 1.00 .24 O/L	Science Teacher AP Chemistry	9/5/25-10/10/25 Califano LOA

**d. Extra-Curricular Activities - 2025/2026 School Year**

<b>Non-Athletic Activities</b>					
Smayda, Tyler	HS	Band Director*	Band Director	\$7,566.45	2025-2026 School Year
Clark, Curtis	HS	Assistant Marching Band Director - Visual* (Formerly Assistant Band Director)	Assistant Marching Band Director - Visual	\$3,468.13	2025-2026 School Year
Beers, Noel	HS	Assistant Marching Band Director - Musical* (Formerly Marching Band Director)	Assistant Marching Band Director - Musical	\$3,468.13	2025-2026 School Year
Domenick, Samantha	HS	Guard Instructor*	Guard Instructor	\$3,468.13	2025-2026 School Year
Becourtney, Chelsea	HS	Assistant Guard Instructor*	Assistant Guard Instructor	\$3,468.13	2025-2026 School Year
Wicklund, Alyssa	HS	Percussion Instructor*	Percussion Instructor	\$3,468.13	2025-2026 School Year
*Approved band staff positions and stipends for 2025/2026 School Year (7/21/25 Sidebar Agreement)					

**PERSONNEL - WALK-IN ITEMS (ACTION)**

**1. Appointments - 2025/2026 School Year**

<b>Name</b>	<b>Loc</b>	<b>Position</b>	<b>Step</b>	<b>Salary/Stipend</b>	<b>Replace/Reason</b>	<b>Effective Dates</b>
Kaiser, Lauren	MS	Special Education Teacher - ICR Grade 6	E-6	\$68,850.00	Pickell Resignation	11/10/25-6/30/26 or sooner
Wyman, Nicholas	CL	Special Education Teacher - Autism K-1	C 2-3	\$58,850.00	Sellino Resignation (Section Moved from RD)	09/16/2025 - 06/30/2026

**Note:** The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

**2. Salary Adjustments - 2025/2026 School Year (Full Year Adjustments September - June)**

<b>Name</b>	<b>Location/Position</b>	<b>From Step/Salary</b>	<b>To Step/Salary</b>
Ciambruschini, Dina	Middle School Special Education Teacher	BA - C-12, \$78,550.00	BA+30 - D-12, \$83,450.00
Claudio, Shannon	High School Family & Consumer Sciences Teacher	MA - E-14, \$97,375.00	MA+30 - F-14, \$99,725.00
Cohen, Lauren	High School Special Education Teacher	MA - E-12, \$85,600.00	MA+30 - F-12, \$87,950.00
Cordi, Nicole	Strathmore Kindergarten Teacher	BA - C-10, \$70,750.00	MA - E-10, \$77,800.00
Duffy, Brian	High School Special Education Teacher	MA - E-10, \$77,800.00	MA+30 - F-10, \$80,150.00
Naimo, Madison Dr.	High School English Teacher	MA+30 - F-7, \$73,100.00	DOCT - G-7, \$77,600.00

**3. Staff Array Changes - 2025/2026 School Year**

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Dhume, Valerie	CL: 1.00	Personal Aide - Autism CI (ESS Covering)	CL: 1.00	IA as Substitute Teacher - Special Ed Teacher Gr K-1 Autism	9/1/25-11/4/25 Santos LOA Amended Dates - Previously Approved on 8/25/25
McAndrews, Catherine	RD: 1.00	Instructional Assistant - Preschool General Ed (ESS Covering)	RD: 1.00	IA as Substitute Teacher - Preschool Teacher General Ed	9/1/25-11/12/25 Schwarzmann LOA

**4. Other:**

**Substitute School Nurse Pay Rates- 2025/2026 School Year**

- \$225 Full-Day Rate; \$112.50 Half-Day Rate; \$34.62 Hourly Rate

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Martinez	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, and zero (0) members were absent.

**POLICY**

Motion by Ms. Skop, seconded by Ms. Martinez to approve and adopt the following Policies:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**1. Second Reading for Adoption**

Series	Category	Policy/Regulation	Title
2000	Program	P 2467 (M)	Surrogate Parents and Foster Parents

**(M)** indicates mandated by state law

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Ascoli	X				
Ms. Feiles	X				
Mr. McGovern	X				
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell	X				
Ms. Martinez	X				
Ms. Werneke	X				

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, and zero (0) members were absent.

**XVIII. UNFINISHED BUSINESS**

- Ms. Pell - Morning announcements on the website for MAMS is great
- Ms. Ascoli - Appreciate the oversight by the police and security with students and driving. As well as the new hill sign.

**XIX. NEW BUSINESS**

- Ms. Skop - 'I am Here' is so impressive. Thank you Mr. Liebmann
- Ms. Case - Provided fitness update
- Ms. Ascoli - MCIA lease agreement was approved by Matawan. Will work with township finance committees.
- Mr. McGovern - Met with Aberdeen and keeping lines of communication open
- Ms. Werneke - Great seeing the community connect for the start of school. Look for information on cell phone use by students.
- Ms. Skop - Join the ban the cell phone for bell to bell

**XX. EXECUTIVE SESSION II**

- None

**XXI. ADJOURNMENT**

On a motion by Ms. Ascoli, seconded by Ms. Spruell and a unanimous roll call vote the Board adjourned the meeting at 7:34 pm.