

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

**REGULAR ACTION MEETING** was held on December 15, 2025, Lloyd Road Elementary School, 401 Lloyd Road, Aberdeen, NJ.

## **I. CALL TO ORDER**

President, Ms. Werneke called the Regular Action Meeting to order at 6:32 p.m.

## **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 May 22, 2025 in the Asbury Park Press and 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.

## **III. PLEDGE OF ALLEGIANCE**

## **IV. ROLL CALL**

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

Absent: Mr. Montone

Also Ms. Perez, Superintendent of Schools

Present: Ms. Case, School Business Administrator/Board Secretary  
Mr. Liebmann, Assistant Superintendent for School Administration PreK-12  
Mr. Rubin, Board Attorney

## **V. EXECUTIVE SESSION I**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel Matters and Legal Advice. 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. Skop that the Board convene in Executive Session and approved by a unanimous voice vote at 6:34 pm.

It was moved by Ms. Martinez, seconded by Ms. Pell that the Board return to Open Session at 7:08 pm. This motion was unanimously approved.

**VI. MINUTES**

Motion by Ms. Ascoli, seconded by Ms. Skop to approve the following minutes:

- Workshop Meeting Minutes, November 10, 2025
- Committee of the Whole /Regular Meeting Minutes, November 10, 2025
- Executive Session I & II Meeting Minutes, November 10, 2025
- Special Meeting Minutes, November 24, 2025
- Executive Session Meeting Minutes, November 24, 2025

	<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, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

**VII. CORRESPONDENCE**

Motion by Ms. Feiles, seconded by Ms. Spruell to approve the following correspondence:

Email received Nov 11, 2025, sakowskim@hotmail.com, regarding “Other”

Email received Nov 13, 2025, 4:47 pm, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 13, 2025, 4:48 pm, meganpaulus@gmail.com, regarding “Curriculum & Instruction Student Services”

Email received Nov 13, 2025, 4:49 pm, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 13, 2025, 4:53 pm, gardnergeorgia@gmail.com, regarding “Other”

Email received Nov 13, 2025, 4:55 pm, gardnergeorgia@gmail.com, regarding “Other”

Email received Nov 13, 2025, 4:59 pm, gardnergeorgia@gmail.com, regarding "Other"

Email received Nov 13, 2025, 5:42 pm, DanaAGabriel@gmail.com, regarding “Other”

Email received Nov 14, 2025, 12:39 pm, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 14, 2025, 12:43 pm, meganpaulus@gmail.com , regarding “Other”

Email received Nov 17, 2025, 12:50 pm, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 17, 2025, 12:55 pm, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 17, 2025, DanaAGabriel@gmail.com, regarding “Other”

Email received Nov 20, 2025, Marktgabriel5@gmail.com, regarding “Other”

Email received Nov 20, 2025, KBradeymom2017@yahoo.com, regarding “Other”

Email received Nov 22, 2025, amanda88latham@gmail.com, regarding “Other”

Email received Nov 22, 2025, meganpaulus@gmail.com, regarding “Facilities”

Email received Nov 23, 2025, Kathrynsarlo@gmail.com, regarding “Curriculum & Facilities; Program Services and Transportation”

Email received Nov 24, 2025, Jschlegel@ebglaw.com, regarding “Other”

Email received Nov 24, 2025, marygadomski@yahoo.com, regarding “Other”

Email received Nov 24, 2025, ladyandtramp450@gmail.com, regarding “Other”

Email received Nov 25, 2025, meganpaulus@gmail.com, regarding “Other”

Email received Dec 2, 2025, chili3535@msn.com, regarding “Athletics/Other”

Email received Dec 2, 2025, cmarsh@marsd.org, regarding “BOE Volunteer Coaching Policy”

Letter received Dec 4, 2025, MAEF, regarding “Grants”

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

- Tenure Presentation - Mr. Liebmann

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

Tonight, we recognize and thank Vice President Tara Martinez for her remarkable service to our district. Tara first won election in 2012, and for more than a decade she has poured her heart, her time, and her unwavering energy into serving our students.

I still remember first meeting Tara while volunteering for the Cliffwood School PTO — even then, her passion for children and community was unmistakable. Today, having had the privilege of serving alongside her, that passion is even clearer. Tara has been a steady, committed presence through our district's greatest wins and its toughest challenges. No matter the moment, she has shown up with grit, thoughtfulness, and a deep belief in doing what is right for ALL students.

She asks the hard questions, she gives more hours than anyone ever sees, and she always grounds the conversation in what matters most: *How does this benefit kids?*

Tara, thank you for your dedication, your heart, and your years of tireless service. Our schools — and our students — are better because of you. We will miss you! But we know that we will always have your support and of course we know you will continue to volunteer to serve the school community. Thank you again.

**X. STUDENT REPRESENTATIVE'S REPORT - Danny Ni**

Good evening everyone. There's a lot to report for each school this month, and I'm excited to be sharing all of it with you! Starting with the high school, I want to start off by giving my congratulations to the teacher of the year Ms. O'Neill and the Educational Services Professional of the year Mr. Robert Wietecha! In addition to this, I want to thank everyone who participated in the fundraiser that took place over the course of November that was hosted by Men's Mental Health Club! The club raised \$200 in donations for the Movember Foundation, and congratulations to Mr. Harnett who won the No Shaving contest! As for other club activities, AASU is still continuing their Food Drive, with it ending this Friday, December 19th. Recently, there have been slight changes to after school activities, with student athletes having more time for clubs! They are now allowed to attend the clubs they want, and the student just needs to inform their coaches and hand them a pass to be clear! The whole school is also getting excited for the Winter Door Decorating contest that started this week! This year, Student Government is trying something new, with teachers voting first and then students voting for another round to solidify the winners! The Winter Choir and Band Concert is also taking place this Thursday, December 18th at 7:00 PM! Admissions are free, so make sure to attend if you can! Last but not least, the high school had a successful Parent Teacher Conference on Thursday and Friday last week!

At Cambridge Park, December has been very magical for them! They kicked off their month with their first ever week long Play and Learn Family Event, where each student had one adult join them for an hour of playtime! Furthermore, they have their 7 days of Spirit Wear that started off today with Cozy Sweater Day! Students and Staff can look forward to Candy Cane Day, White and Silver Day for the first day of winter, Festive Headband/Hat Day, and Pajama Day throughout the week. Their PTO is also sponsoring another interactive assembly by Little Rockers this week! Everyone at Cambridge Park is excited for the upcoming Winter Break and are ready to enter 2026 with new goals and challenges!

Onto Cliffwood, Principal Cherence wants to express her gratitude to all the families who attended Parent-Teacher Conferences last week! Everyone at Cliffwood would also like to thank the PTO for organizing the Holiday Shop! Students loved choosing gifts for their loved ones, and the excitement was felt throughout the school. A big thank you to everyone who participated in Pajama Day and raising over \$1,000 for CHOP Hospital. The school was also filled with holiday spirit as students participated in the Holiday Door Decorating Contest, bringing creativity and festive cheer to our hallways. The 3rd Grade Peer Buddies Program was also in action, with third graders mentoring younger students in gym and sharing their published writing with kindergarten! Similarly to Cambridge, this week kicked off Holiday Spirit Week! Join the school on 12/19, Friday Monster Ice Cream for Ice Cream Social Night!

Moving on to Strathmore, their annual holiday food drive, organized in collaboration with PTO, was a huge success. Donations were able to support Strathmore families in need. Pre-K classes hosted a parent event for Self-Regulation in a Tools of the Mind Classroom. Parents were presented with information about the Pre-K curriculum, and participated in classroom activities tied directly to self-regulation, including graphics practice and freeze dance. The school's new kindness ticket program kicked off in November, and if anyone happens to be visiting the building and catches an act of kindness, make sure to complete a kindness ticket located in the main office. The Strathmore Peer Buddies program is underway, with their first activity planned for later this week where they work on activities each month with students from our special education self-contained programs. Congratulations to Ms. Megan Kresevic, Educator of the Year and Ms. Madeline Scianna, Educational Services Professional of the Year! Last but not least, planning has already begun for their 3rd grade show. Mark your calendars for Wednesday, May 20th. Details regarding the theme and opportunities for student participation will be shared soon!

Over at Ravine Drive, students have been participating in letter writing, with the intent of bringing cheer and brightness to someone's day. Ms. Palumbo, school counselor, incorporated a "Letters of Love" activity into her December lesson for students. Students made cards with positive messages that will be sent to children in hospitals. Second grade classes participated in Matawan Borough's 6th annual "Sending Seniors Smiles", a holiday letter and cards campaign. The school is also having spirit days this week, with students and staff wearing their favorite holiday or winter sweater. The Ravine Drive PTO is sponsoring their annual Holiday Bazaar Dec 16th and 17th for students to be able to do some shopping of their own. The PTO Chocolate fundraiser was a huge success. We are thankful to the PTO and volunteers that help to make events a success.

Finally, MAMS Student Council organized their annual Thanksgiving food drive and their students collected more than 1,500 donated food items and turkeys, with it being their largest collection ever! Students from Peer Buddies and STEM Club helped to sort and bag the items so that counselors and Child Study Team members could deliver these meals to families in our school community. 7th grade had the most donations and won 100 points for Battle of the Classes. Last week, families and guests were treated to music by the MAMS band students. These musicians did a great job under the direction of Mr. Wells. This week, the chorus students will perform their Winter show under the direction of Mrs. Ludwig. Come support our Arts programs and attend the chorus concert on Wednesday, December 17, in our auditorium.

MAMS' annual holiday door-decorating contest is underway. Students and staff are hard at work trying to earn bragging rights and the title of best door for 2025. The winner will be selected on December 22. Thank you to the Art teachers, Mr. Stevens and Ms. McCammon for organizing this fun, annual event.

This brings me to the end of my report. Thank you to everyone for listening to me, and I look forward to all of our Winter Breaks! Happy Holidays and I will see everyone next month!

## **XI. CURRICULUM AND INSTRUCTION**

Mr. Liebmann presented the Curriculum and Instruction Agenda on which the Board will take action this evening.

Motion by Ms. Ascoli, seconded by Ms. Martinez to approve the following:

### **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

**B. OTHER**

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

<b>Location</b>	<b>Date(s)</b>	<b>School/Grade</b>	<b>Purpose</b>	<b>Funding</b>
<b>NEW</b> - Little Rockers, @ Cambridge Park Preschool, Aberdeen, NJ	12/18/25	Lightbridge Academy PreK Students & Staff	Gross motor	PTO Funds
<b>NEW</b> - Strathmore Elementary School, Aberdeen, NJ	12/18/25	HS Gr. 9-12 Interact Club Members & Advisors	Winter crafts with Strathmore students	Club Funds
<b>NEW</b> - Cliffwood Elementary School, Cliffwood, NJ	12/18/25	MS Gr. 6-8 Wingman Group Students & Staff	Cross building interaction & connecting among students to support “I Am Here” campaign	No Cost
<b>NEW</b> <b>LOCATION</b> - Peppino’s Restaurant, Morganville, NJ	01/23/26	ST PreK Students & Staff	Restaurant Theme - Strengthen connections with community, explore different roles in community & careers	PEA Funds
<b>NEW</b> - National Constitution Center & Franklin Institute, Philadelphia, PA	03/13/26	MS Gr. 8 Students & Staff	8th Grade trip for students to gain knowledge that aligns with the 8th grade Science and SS curriculum	Student/family funded
<b>NEW</b> - Norfolk, VA	04/17/26 - 04/20/26	HS Marching Band Students & Advisors	To participate in a parade/festival with military bands from around the world as a celebration for music & tribute to the armed forces.	Students/family funded and Fundraising
<b>NEW</b> - Liberty Science Center, Jersey City, NJ	04/29/26	MS Gr. 7 Students & Staff	To experience a multi-faceted integration of STEM characteristics	Students/family funded
<b>REVISED</b> - Matawan Aberdeen	06/10/26	CL Gr. 3 Students & Staff	Rehearsal for third grade chorus	No cost

Middle School, Cliffwood, NJ				
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2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the receipt of grants from the Matawan-Aberdeen Educational Foundation for the 2025-2026 school year.

Project Title	School	Grades	Total Cost
The Enrichment Edge: Advancing Academic Excellence	Lightbridge/ Cambridge Park Elementary School	Pre-K	\$300
6th Grade Humanities Enrichment	Matawan Aberdeen Middle School	6	\$484.92
Inspiring Future Entrepreneurs	Matawan Regional High School	12	\$190.44
Chomping Through Cardboard	Cliffwood Elementary School	Pre-K	\$807.00
Hydroponic Garden Tower Growing System	Ravine Drive School	2	\$449.00
Restaurant	Cambridge Park Elementary School	Pre-K	\$192.31
Let’s GLOW Crazy for Learning: A Luminous Learning Experience	Strathmore Elementary School	2	\$683.63

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the application to the Department of Human Services grant in the amount of \$50,000 for the K.E.Y.S. Academy Recovery High School to support services in the area of mental health and addiction for the 2025- 2026 school year.

	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, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

**XII. STUDENT SERVICES**

Mr. Liebmann presented the Student Services Agenda on which the Board will take action this evening.

Motion by Ms. Martinez, seconded by Ms. Feiles to approve the following:

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following student(s):

Student	Program	Cost	Effective Dates
164633	LearnWell	\$5,481.00	9/10/2025-11/10/2025
171172	LearnWell	\$972.00	11/3/2025-11/10/2025
162274	LearnWell	\$810.00	10/20/2025-10/25/2025
160381	LearnWell	\$609.00	11/26/2025-12/02/2025
160481	LearnWell	\$3,045.00	12/09/2025-1/13/2026
170117	Brookfield Schools	\$8,084.40	11/18/2025-12/30/2025
164633	Trinitas Regional Medical Center	\$6,840.00	11/07/2025-1/07/2026

**Rationale:** Per student’s IEP

**Cost:** \$1,581.00

**Account #:** 11-219-100-320-09-0000-0

**Cost:** \$24,260.40

**Account #:** 11-150-100-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following student of K.E.Y.S Academy:

Student	Program	Cost	Effective Dates
171732	New Hope	\$15,600.00	11/26/2025-5/26/2026

**Cost:** \$15,600

**Keys Grant - Account #:** 20-006-100-566-09-0000-0

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the REVISED bedside instruction for the following student previously approved on 10/13/25 agenda.

Student	Program	Cost	Effective Dates
171172	LearnWell	\$2,921.97(revised cost)	10/02/2025-11/02/2025

**Rationale:** Per student’s IEP

**Cost:** \$2,921.97

**Account #:** 11-219-100-320-09-0000-0

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the following grant in the amount of \$2,500.00 from Special Olympics Unified Champion Schools. Supports the opportunity for inclusion through gym classes and sports at MAMS and MRHS.

	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, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

**XIII. PERSONNEL**

Mr. Liebmann presented the Personnel Agenda on which the Board will take action this evening to include Walk In item.

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

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

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

Name	Loc	Position	Reason	Hire Date	Effective Date
Saginer, Melissa	CL	Instructional Assistant	Resignation	9/1/2022	1/8/2026
Morrissey, Christina	RD	Teacher	Retirement	9/1/1995	6/30/2026
Bauer, Lisa	ST	Teacher	Retirement	9/1/1994	6/30/2026
Goldberg, Deborah	HS	Teacher	Retirement	9/1/2001	6/30/2026

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

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Anderson, Sonali	CL	Teacher	Medical	With Pay	9/1/25-1/30/26 Amended Dates - Previously Approved on 9/29/25
Rosenblum, Erika	ST	Secretary	Medical	With Pay	11/10/25-12/23/25 Amended Dates- Previously Approved on 11/24/25
Munice, Amanda	ST	Teacher	Medical Leave	With Pay	10/30/25-11/17/25
Sullam, Joanne	RD	Teacher	Medical	With Pay	1/26/26-6/23/26
Bera, Kelly	RD	Principal	Medical	With Pay	9/2/25-4/30/26 Amended Dates- Previously Approved on 7/21/25
Hagan, Scott	LR	Instructional Assistant	Medical/FMLA	Without Pay	12/8/25-1/26/26
Lubniewski, Laurie	MS	Teacher	Maternity Maternity FMLA/NJFLA	With Pay Without Pay	11/13/25-1/16/26 1/17/26-4/17/26 Amended Dates- Previously Approved on 9/29/25
Posyton, Emily	MAMS	Teacher	Maternity Maternity FMLA/NJFLA	With Pay Without Pay Without Pay	2/3/26-3/4/26 3/5/26-3/17/26 3/18/26-6/9/26

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Green, Dante	HS	Hall Monitor	Medical Leave	With Pay	10/27/25-12/5/25 Amended Dates- Previously Approved on 10/27/25
Hanson, Christa	HS	Teacher	Maternity Maternity Maternity FMLA/NJFLA	With Pay Without Pay Without Pay	11/17/25-12/10/25 12/11/25-1/6/26 1/7/26-4/8/26 Amended Dates- Previously Approved on 9/29/25
Pra Sisto, Samantha	HS	Teacher	Maternity Maternity/ FMLA/NJFLA FMLA/NJFLA Personal Personal	With Pay Without Pay Without Pay Without Pay Without Pay	3/31/25-5/9/25 5/12/25-6/30/25 9/1/25-10/6/25 10/7/25-1/28/26 1/29/26-6/30/26 Amended Dates - Previously Approved on 07/21/2025
Hollinger, Jessica	HS	Child Study Team	Medical	With Pay	1/7/26-2/4/26
Field, Diane	CO	Transportation Assistant	Medical	With Pay	12/1/25-12/12/25
Puleo, Carla	CO	Confidential Secretary	Medical	With Pay	12/4/25-1/2/26

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

**1. New Hires**

Name	Loc	Position	Step	Salary/Stipend	Replace/ Reason	Effective Dates
Bushnell, Tracy	CO	School Bus/Van Driver - FT	Step 1	\$34.12/hr	Davila-Serpa Resignation	1/5/26-6/30/26

**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>Hourly Activities</b>					
Grillo, Kendra	LR	Extra-Curricular Activities	One-to-One Aide	Employee's Hourly Rate	2025/2026 School Year
Hagan, Scott	LR	Extra-Curricular	One-to-One Aide	Employee's	2025/2026

Name	Loc	Activity	Position	Step/Stipend	Effective Date
		Activities		Hourly Rate	School Year
Zitzman, Denise	LR	Extra-Curricular Activities	One-to-One Aide	Employee’s Hourly Rate	2025/2026 School Year
O’Hara, Colin	HS/MS	Crowd Control	Crowd Control	\$64.78/Game	2025/2026 School Year

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

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

Name	Loc/Fte	Current Assignment	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Wood, Audra	CP: 1.00	STEAM Preschool Teacher	CP: 1.00	Preschool Teacher	11/11/25 Youssef LOA/Resignation
DiPalma, Nadine	CP: 1.00	School Secretary/ Registrar Grades PreK - 3 Registrar Stipend: \$829.20	CP: 1.00	School Secretary/ Registrar Grades PreK - 5 Registrar Stipend: \$1,243.80	12/1/25-6/30/2026
Buro, Stefanie	MS: 1.00	Math Teacher	MS: 1.00 .33 O/L	Math Teacher Math Grade 8	12/1/25-6/30/26 Scheuing LOA
Deegan, David	MS: 1.00	Computer Literacy Teacher	MS: 1.00 .33 O/L	Computer Literacy Teacher Geometry Grade 8	12/1/25-6/30/26 Scheuing LOA
DiLonardo, Kristi	MS: 1.00	Math Teacher	MS: 1.00 .33 O/L	Math Teacher Math 8	12/1/25-6/30/26 Scheuing LOA
Slater, Kelly	RD: 1.00	Special Education Teacher Gr 2-3 ERI	RD: 1.00	Special Education Teacher Grade 2-3 ICR	12/16/25-6/30/26
Barry, Tara	RD: 1.00	Grade K-1 ERI	RD: 1.00 .51 O/L 5 x per week .17 O/L 1 x per week	Grade K-1 ERI Grade 2-3 ERI Grade 2-3 ERI	12/1/25-1/26/26 Pending Restrepo Start Date
Carbajal, Lorena	HS: 1.00	Assistant Principal	RD: 1.00	Assistant Principal Step A-7 \$167,792.31	9/2/25-4/30/26 Bera LOA Amended Dates- Previously Approved on 9/8/25

**D. Other**

**1. HIB - 2025/2026 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 November 24, 2025:

Incidents Reported	Confirmed Incidents
0	0

**2. Substitute Danielson Observer/Evaluator (Additional Hours)- 2025/2026 School Year**

- **Michele Ruscavage**  
Up to 10 hours at \$37.50/hr

**3. Teachers for MAMS Early Breakfast Duty - 2025/2026 School Year**

- Jessica Davila, Charles Marsh, Matthew O’Brien, Lisa Santos, Scott Taylor  
Required for adequate supervision of students due to state audit of Maschio's.  
7:55 to 8:10 AM, Up to \$10.34/day

**4. Additional Hours - 2025/2026 School Year**

- Helena Calvosa -SLP at RDS  
Up to 6 hours per week at Employee’s Hourly Rate from 01/05/2026 - 06/30/2026
- Karl Phillips - Hall Monitor at MRHS  
Up to 10 hours at Employee’s Hourly Rate

**5. Nursing Services Plan - 2025/2026 School Year**

- Approval of District Nursing Services Plan

**6. Affiliation Agreement - 2025/2026 School Year**

- Affiliation Agreement with Seton Hall College of Nursing

Board Resolution for Approval:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an agreement with Seton Hall University to allow student nurse observers to shadow the district nursing staff. The rotation will take place during the following dates: 1/14/26 – 5/12/26.

Seton Hall University

College of Nursing Accelerated BSN program, Spring 2026

Community Health – School Nurse Rotation, Student Observers

**Rationale:** The Seton Hall University College of Nursing program is committed to enhancing the students' understanding of the basic concepts of community health and public health nursing. We believe that a broader school nurse experience would enhance the student's ability to identify actual and potential health problems of individuals, groups, and communities. Furthermore, we believe this experience will enhance their ability to identify problems and develop strategies to address the health needs of diverse populations, integrate skills of community health assessment, intervention and evaluation and develop population focused health care.

All Seton Hall University nursing students are well-prepared for this clinical rotation. They have undergone criminal background checks, drug screenings, completed CPR training, and current malpractice insurance. They are up to date with all vaccines mandated by the Hackensack-Meridian Healthcare System, Atlantic Health System and the RWJ-Barnabas Healthcare System.

Cost: No cost to the District

**PERSONNEL - WALK-IN ITEM**

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

**New Hires**

<b>Name</b>	<b>Loc</b>	<b>Position</b>	<b>Step</b>	<b>Salary/Stipend</b>	<b>Replace/ Reason</b>	<b>Effective Dates</b>
DaSilva, Nicole	CL	Preschool Teacher	C-1	\$58,550.00 (Prorated)	Hudak Resignation	12/16/25-6/30/26
Fiedler, Charnell	CP	Preschool Teacher	C-1	\$58,550.00 (Prorated)	Wood Transfer	1/5/26-6/30/26

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

	<b>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, eight (8) members voted yes, zero (0) members voted no and one (1) member was absent

**XIV. POLICY**

Motion by Ms. Martinez, seconded by Ms. Skop to approve the first reading of the following:

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

**1. First Reading**

<b>Series</b>	<b>Category</b>	<b>Policy/ Regulation</b>	<b>Title</b>	<b>First Reading</b>
0000	Bylaws	P 0174	Legal Services (M)	12/15/2025
0000	Bylaws	P 0177	Professional Services (M)	12/15/2025
1000	Administration	P & R 1570	Internal Controls (M)	12/15/2025
1000	Administration	P 1620	Administrative Employment Contracts (M)	12/15/2025
5000	Students	P 5517	Pupil Identification Cards	12/15/2025
6000	Finances	P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M)	12/15/2025
6000	Finances	P&R 6220	Budget Preparation (M)	12/15/2025
6000	Finances	P 6360	Political Contributions (M)	12/15/2025

**2. Second Reading and Adoption**

Series	Category	Policy/ Regulation	Title	Second Reading
0000	Bylaws	0163	Quorum	12/15/2025
2000	Program	P 2270	Religion in Schools	12/15/2025
5000	Students	R 5200	Attendance (M)	12/15/2025
5000	Students	P&R 5330.01	Administration of Medical Marijuana (M)	12/15/2025
7000	Property	P&R 7425	Lead Testing of Water in Schools	12/15/2025
9000	Community	P 9560	Administration of School Surveys (M)	12/15/2025
9000	Community	P 9713	Recruitment by Special Interest Groups (M)	12/15/2025

(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, eight (8) members voted yes, zero (0) members voted no and one (1) member was absent

**XV. FINANCE**

Ms. Case presented the Finance Agenda on which the Board will take action this evening.

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

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

PURSUANT TO NJAC 6A:20-2-2.13(D), we certify that as of November 30, 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 November 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 November 14, 2025 in the amount of \$2,352,858.59 and the November 26, 2025 in the amount of \$2,309,490.52 payroll.

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

#### **1. Receipt and Acceptance of the November 2025 Board Secretary's Report**

Recommend the receipt of the Board Secretary Financial Reports as of November 30, 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 November 30, 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 - November 2025**

PURSUANT TO NJAC 6A:23A-16.10 (c) 3, approve the Treasurer's Report for the month of November 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 \$5,030,464.62.

#### **5. Acceptance of 2024-2025 Annual Audit**

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education accept the Audit Report for the 2024-2025 school year prepared by Jump, Perry and Company, LLP with no findings per the Annual Comprehensive Financial Report (ACFR) and the Auditor's Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent.

#### **6. Out of District Tuition for the 2025-2026 School Year**

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

approve a student from the Toms River North School District to attend the Matawan-Aberdeen KEYS Program (#6863318845) beginning on December 8, 2025 at a cost of \$38,670.39, prorated for the 2025-2026 school year.

**7. Amendment to the Substitute Staffing Services, ESS Northeast Hourly Rates (CC/RFP 11-25 approved June 27, 2024)**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the amendment to the agreement between MARSD and ESS Northeast, Substitute Teachers and Staff due to the NJ minimum wage increase. Effective January 1, 2026 the addition and/or revised rates are as follows:

Position Descriptor	Current 2025 Rates		Projected 2026 Rates - \$15.92 Minimum Wage	
	2025 Pay	2025 Bill	2026 Pay	2026 Bill
Full Day Substitute Teacher (Sub Cert)	\$108.43	\$138.68	\$111.44	\$142.53
Half Day Substitute Teacher (Sub Cert)	\$54.22	\$69.35	\$55.72	\$71.27
Hourly Substitute Paraprofessional (Hourly)	\$15.49	\$19.81	\$15.92	\$20.36

All other provisions of the Agreement shall remain in full force and effect during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

**8. REVISED - Allocation and Submission of the Elementary and Secondary Education Act Consolidated Formula Sub grant for the 2025-2026 Fiscal Year (previously approved on October 13, 2025)**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the revised allocation and authorize the submission of the Elementary and Secondary Education Act (ESEA) Consolidated Formula Sub grant for fiscal year 2025-2026.

	Amount
Title I-A	\$471,277
Title II-A	\$110,795
Title III	\$25,849
Title III Immigrant	\$4,526

**9. Authorization to use Competitive Contracting**

WHEREAS, in accordance with the competitive contracting provisions of N.J.S.A. 18A:18A-4.1 et seq.; the Business Administrator requests that the Board of Education authorize the use of Competitive Contracting to solicit proposals for Custodial and Management Services; and

BE IT FURTHER RESOLVED that the Board of Education authorizes the Business Administrator to utilize Competitive Contracting pursuant to N.J.S.A. 18A:18A-4.1 et seq. to issue a request for proposal for Custodial and Management Services.

**10. December 2025 District Enrollment Report**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the attached District Enrollment Report for December 2025. [December 2025](#)

**11. Acceptance of Donation from Jetro/Restaurant Depot, Community/Resident E. Hickey**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Jetro/Restaurant Depot, Community/Resident E. Hickey. The purpose of the donation is to provide for the Winter Wonderland Dinner. This donation is intended for MARSD Cares. The amount of the donation is \$400.

## 12. Acceptance of Donation from Main Street Donuts/LiveRunGive LLC

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Main Street Donuts/LiveRunGive LLC. The donation is made in support of the Drama/Musical Theater Student Activities in the amount of \$12,982 to support the musical.

## 13. Acceptance of Donation from The Rug Mall and Carpet

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from The Rug Mall and Carpet. The purpose of the donation is for carpets for classrooms 203 and 118, Lloyd Road Elementary School. The value of the donation is \$400.00.

## 14. Acceptance of Donation from Carpet Value Center Outlet

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from The Rug Mall and Carpet. The purpose of the donation is for carpets for classrooms 201, 204 and 212, Lloyd Road Elementary School. The value of the donation is \$700.00.

## 15. Fire and Evacuation Drills

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

School Name	Security Drill Type	Date & Time
Cambridge Park Elementary School	Active Shooter/Lockdown	11/11/25 @ 10:02 am
Cambridge Park Elementary School	Fire Drill	11/25/25 @ 10:15 am
Cliffwood Elementary School	Bomb Threat	11/4/25 @ 10:05 am
Cliffwood Elementary School	Fire Drill	11/20/25 @ 1:47 pm
Lloyd Road Elementary School	Fire Drill	11/18/25 @ 10:55 am
Lloyd Road Elementary School	Bomb Threat	11/21/25 @ 2:42 pm
Matawan Regional High School	Fire Drill	11/4/25 @ 8:50 am
Matawan Regional High School	Shelter in Place (Bomb Threat)	11/18/25 @ 12:51 pm
Matawan-Aberdeen Middle School	Fire Drill	11/11/25 @ 10:00 am
Matawan-Aberdeen Middle School	Bomb Threat	11/24/25 @ 8:55 am
Ravine Drive Elementary School	Fire Drill	11/4/25 @ 2:30 pm
Ravine Drive Elementary School	Shelter in Place Bomb Threat	11/24/25 @ 10:31 am
Strathmore Elementary School	Fire Drill	11/13/25 @ 2:27 pm
Strathmore Elementary School	Bomb Threat (Shelter in Place)	11/24/25 @ 2:36 pm

## 16. Bus Evacuation Drills:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following bus evacuation drills for the 2025-2026 school year per schedule below

School	Date	Location	Supervised by
Matawan-Aberdeen Middle School	12/10/25	Bus Driveway for all routes	M. Van Horn
Ravine Drive Elementary School	11/25/25	Bus Driveway for all routes	L. Carbajal

## 17. Award of Transportation Out of District Routes for the 2025-2026 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Out of District Routes for the 2025-2026 school year.

Route	Destination	# of Days	Eff Dates
SE1807	COASTAL LEARNING/HOWELL	180	9/4/25-6/30/26
V277	MCVSD/TINTON FALLS	180	9/4/25-6/30/26
V731	MCVSD/ASBURY PARK VOC CE AM	180	9/4/25-6/30/26

Route	Destination	# of Days	Eff Dates
V731	MCVSD/ASBURY PARK VOC CE PM	180	9/4/25-6/30/26
SE1464	MOESC/REGIONAL ACHIEVEMENT ACADEMY	180	9/4/25-6/30/26
SE1984	DERON SCHOOL	180	9/4/25-6/30/26
SE203	CPC ADOLESCENT	180	9/4/25-6/30/26
SE1457	ESCNJ/FUTURE FOUNDATIONS ACADEMY	180	9/4/25-6/30/26
SE1469	ROCKBROOK	180	9/4/25-6/30/26
ESQ2273	HARBOR SCHOOL	180	9/4/25-6/30/26
SE816	NEWGRANGE SCHOOL	180	9/4/25-6/30/26
SE2043	LONG BRANCH BOE/ AUDREY W CLARK	180	9/4/25-6/30/26
V730	MCVSD/ALPS	180	9/4/25-6/30/26
SE2332	ALPHA SCHOOL	180	9/4/25-6/30/26
SE1313	CENTERSCHOOL OF SOMERSET	180	9/4/25-6/30/26
ESQ2099	CCMCO	180	9/4/25-6/30/26
SE1611	NEPTUNE HS	180	9/4/25-6/30/26
V370AM	MCVSD/MIDDLETOWN VOC AM	180	9/4/25-6/30/26
V729	MCVSD/MARINE ACADEMY OF SCIENCE	180	9/4/25-6/30/26
ESQ2087	MATAWAN MIDDLE SCHOOL (MV)	180	9/4/25-6/30/26
ESQ2114	RED BANK CHARTER	180	9/4/25-6/30/26
ESQ2248	HARBOR SCHOOL	180	9/4/25-6/30/26
SE1801	LAKEVIEW SCHOOL	180	9/4/25-6/30/26
ESQ2202	RUGBY SCHOOL	180	9/4/25-6/30/26
SE1780	CCMCO	180	9/4/25-6/30/26
SE1916	HARBOR SCHOOL	180	9/4/25-6/30/26
SE1787	CORNERSTONE DAY SCHOOL	180	9/4/25-6/30/26
SE1794	HONOR RIDGE ACADEMY	180	9/4/25-6/30/26
ESQ2086	KEYS ACADEMY	180	9/4/25-6/30/26
SE856	NEW ROAD SCHOOL AT PARLIN	180	9/4/25-6/30/26
SE1036	COASTAL LEARNING CENTER/HOWELL	180	9/4/25-6/30/26
V711PM	MCVSD/MIDDLETOWN VOC PM	180	9/4/25-6/30/26

	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, eight (8) members voted yes, zero (0) members voted no, one (1) member was absent

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

Started 8:57 pm

- C. Barilka (MAREA President) - Ms. Martinez, there has been a great team and thank you for looking out for staff, students and community matters. I'll save you a seat at the meetings.

Ended - 9:01 pm

**XVII. UNFINISHED BUSINESS**

- Ms. Pell - Delegate assembly update provided Michael Jacobs is new for NJSBA

**XVIII. NEW BUSINESS**

- Ms. Ascoli - Congratulations to all the tenured staff and to the staff members retiring this year, many of whom have 20 + years of service to our district and our students.
- Ms. Spruell - Community member recommended all coaches have a sub certificate.
- Ms. Werneke - So noted and will be looking for a new Chair for Policy
- Mr. McGovern - Revisit Facilities Use policy and add violations in light of recent events.
- Ms. Werneke - Addressed non district rental of our building and will be addressed and provided support to our district leaders.
- Ms. Martinez - Social media is utilized. The Superintendent has the right to shut down whatever is needed.

**XIX. EXECUTIVE SESSION II**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel Matters and Legal Advice. 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 35 minutes after which the public meeting of the Board shall reconvene and proceed with business if necessary. Action may take place.

It was moved by Ms. Martinez, seconded by Ms. Feiles that the Board convene in Executive Session II and approved by a unanimous voice vote at 9:17 pm.

It was moved by Ms. Pell, seconded by Ms. Martinez that the Board return to Open Session at 10:24 pm.

**XX. ADJOURNMENT**

On a motion by Ms. Pell, seconded by Ms. Martinez and a unanimous roll call vote the Board adjourned the meeting at 10:25 pm.