

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

Agenda

Business Meeting

of the Metuchen Board of Education

Metuchen High School Cafeteria
400 Grove Avenue

Tuesday, June 26, 2007

VI. Meeting Open to the Public

VII. Correspondence

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| <i>May 3, 2007</i> | <i>State of NJ, Department of Education</i>
Memo from Anne Cornwell, Director
Office of Grants Management
FY 2008 NCLB Application – Planning Information |
| <i>May 9, 2007</i> | <i>State of NJ, Department of Education</i>
Memo from Jay Doolan, Assistant Commissioner
Division of Educational Standards and Programs
Middle Level education Institute: July 2007 |
| <i>May 18, 2007</i> | <i>State of NJ, Department of Education</i>
Memo from Jack Longworth, Director
Office of Educational & Informational Technology
2007 Technology Survey |
| <i>May 22, 2007</i> | State of NJ, DOE, Middlesex County Office
Letter from Patrick Piegari, County Superintendent
Approval of Local District Technology Plan for 2007-
2010 |
| <i>May 23, 2007</i> | <i>State of NJ, Department of Education</i>
Memo from Lucille Davy, Commissioner
Professional Development Opportunity |

VIII. Reports

**Board President
Superintendent
Business Administrator/Board Secretary**

IX. Meeting Open to the Public

X. Recommendations of the Superintendent of Schools

A. PERSONNEL

1. Reappointment – Tenured Principals/Assistant Principals
Move to appoint the following for the 2007-2008 school year:

John Novak	Principal	MHS	\$132,816
Kathryn Glutz	Principal	EMS	\$109,704
Robert Gugliara	Principal	Campbell School	\$115,490
Robert Knoth	Assistant Principal	EMS	\$102,421

Salaries will be adjusted upon settlement of bargaining unit contract.

2. Reappointment – Tenured Administrator
Move to reappoint Michael Harvier as Business Administrator/Board Secretary for the 2007-2008 school year at an annual salary of \$95,750.

Salary will be adjusted upon negotiation settlement.

3. Reappointment – Non-tenured Administrators
Move to appoint the following non-tenured administrators for the 2007-2008 school year:

Robert Capra	Director of Special Services	\$102,000
Paul Pineiro	Director of Curriculum	\$102,031

Salary will be adjusted upon negotiation settlement.

4. Reappointment – Non-tenured Supervisor
Move to appoint Gerry Sheeran as Supervisor of Buildings and Grounds effective July 1, 2007 through June 30, 2008 at an annual salary of \$80,000.

Salary will be adjusted upon negotiation settlement.

5. Reappointment – Supervisory Staff

Move to appoint the following as supervisors for the 2007-2008 school year:

John Cathcart	Supervisor of Health Education and Athletics	\$101,295
Mary Lou Roma-Scott	Supervisor of World Languages and Fine Arts	\$92,882
Therese Snyder	Supervisor of English, Social Studies, and Gifted and Talented	\$107,013
Joann Zebrowski	Supervisor of Mathematics	\$98,823

Salaries will be adjusted upon settlement of bargaining unit contract.

6. Reappointment – Certificated staff

Move to reappoint the following certificated staff members for the 2007-2008 school year as shown on attachment 1.

Salaries will be adjusted upon settlement of bargaining unit contract.

7. Appointment – Supervisor of Science

Move to approve the appointment of Kathleen Henn to the position of Supervisor of Science at the per diem rate of \$354.16, without benefits, for the period from July 16, 2007 through August 31, 2007.

8. Appointment – Supervisor of Science

Move to approve the appointment of Kathleen Henn to the position of Supervisor of Science, effective September 26, 2007 through June 30, 2008 at an annual salary of \$85,000, on a prorated basis.

9. Appointment – Certificated Staff

Move to appoint Laura Melendez Pellitto as School Psychologist for the 2007-2008 school year effective September 1, 2007 through June 30, 2008, salary status 5I -- \$59,895.

Salary will be adjusted upon settlement of bargaining unit contract.

10. Appointment – Certificated Staff

Move to approve Lindsay McKenna as mathematics teacher at Edgar Middle School for the 2007-2008 school year effective September 1, 2007 through June 30, 2008, salary status 1A -- \$41,000.

Salary will be adjusted upon settlement of bargaining unit contract.

11. Appointment – Certificated Staff

Move to appoint Melissa Fiore as a fourth grade teacher at Campbell School for the 2007-2008 school year effective September 1, 2007 through June 30, 2008, salary status 1A -- \$41,000.

Salary will be adjusted upon settlement of bargaining unit contract.

12. Appointment – Certificated Staff

Move to approve James Jackson as a Spanish teacher at Metuchen High school for the 2007-2008 school year effective September 1, 2007 through June 30, 2008, salary status 1A -- \$41,000.

Salary will be adjusted upon settlement of bargaining unit contract.

13. Appointment – Long-term Substitute

Move to approve Shirley Mosteller as long-term substitute for Stefeny Stofa-Krombholz effective September 1, 2007 through November 9, 2007 at the rate of \$205 per diem.

14. Appointment – Non-certificated Staff

Move to appoint Christopher Brozuski as Technology Coordinator effective June 27, 2007 through December 31, 2007 at the rate of \$60,000 per year, prorated.

15. In-district Extended School Year – K-12 Paraprofessional

Move to approve the following appointments:

- a) Jennifer Ladd as a paraprofessional in the extended summer MIPP classes, effective July 5 through August 15, 2007 (30 days – 4 ½ hrs./day) at the rate of \$13.00/hr.; and
- b) Melissa Gubernat as a paraprofessional in the extended summer Grades 4-6 classes, effective July 5 through August 15, 2007 (30 days – 4 ½ hrs./day) at the rate of \$13.00/hr.

16. Out-of-District Extended School Year – K-12 Paraprofessional

Move to approve the following appointments:

- a) Jaclyn Ward as a paraprofessional/bus aide at the Village School, Holmdel, effective July 3 through August 14, 2007 (18 days – 6 hours/day) at the rate of \$13.00/hr.; and
- b) Marcel Rodriguez as a paraprofessional at the Lakeview School, Edison, effective July 3 through August 14, 2007 (30 days – 6 hours/day) at the rate of \$14.75/hr.;and

- c) James Farley as a paraprofessional/bus aide at Project ECHO, Winkatunk, NJ, effective July 9 through August 19, 2007 (30 days – 8 hrs./day) at the rate of \$13.00/hr.

17. Summer Substitutes

Move to approve the following as substitute teachers and paraprofessionals for the special education extended year summer program:

Certified Teacher Substitutes	\$80 per day for class coverage, as needed
Eileen Kuchar	
Robin Seidenberg	
Michele Gouveia	
Marcie Stoner	
Non-Certified Teacher Substitutes	\$75 per day or \$12.50/hr., as needed
Kathy Sperber	
Matt Millar	
Para-professional Substitutes	as needed
Denise Gaudet	\$13.75/hr.
Kathy Aquadro	\$14.75/hr.
Farida Bhalwani	\$13.75/hr.
Ashley Kencht	\$13.95/hr.
Pam Wentzheimer	\$13.45/hr.
Pat Reed	\$17.15/hr.

18. Appointment – Summer Painters

Move to appoint the following as summer painters effective June 25, 2007:

Frank Wagenblast	\$16.50/hr.
Ned Ennis	\$13.00/hr.

19. Appointment – Bus Aides and Drivers

Move to appoint the following as bus aides and drivers for the extended school year program:

Name	Assignment	2007-08 Salary
Bus Drivers		
Karen Giles	Driver	\$16.40/hr.
Catherine Vehock	Driver	\$15.60/hr.
Zaida Ortiz	Driver	\$16.00/hr.
June Cooper	Driver	\$15.60/hr.

Anna Szwast	Driver	\$16.00/hr.
William Zatorski	Substitute Driver	\$14.40/hr.
Raysa Hernandez	Substitute Driver	\$14.00/hr.
Carolyn Koch	Substitute Driver	\$14.00/hr.
Brian Wilson	Substitute Driver	\$14.00/hr.
James Collery	Substitute Driver	\$15.20/hr.
Bus Aides		
Colleen Duffy	In-district	\$11.20/hr.
Gail Bailey	In-district	\$11.20/hr.
Dawn Swallick	In-district	\$9.45/hr.
Doris Glenn	Substitute	\$9.45/hr.

Salaries will be adjusted upon settlement of bargaining unit contract.

20. Reappointment – Central Office Support Staff

Move to reappoint the following Central Office staff members for the 2007-2008 school year:

Superintendent's Office:

Maggie Ryan	Admin. Asst to Superintendent	\$50,128
Barbara Zaneto	Personnel Coordinator	\$45,136

Business Office:

Debbie Finden	Admin. Asst to Business Administrator/Board Secretary	\$41,608
Joanne Kaden	Payroll Coordinator	\$46,912
Tracey Thomsen	Purchasing Coordinator	\$44,624
Mary Ann Simms	Business Office/Benefits Clerk	\$30,992

Transportation

Terrie Entrup	Transportation Coordinator	\$43,760
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Curriculum Office

Amy Opitz	Secretary	\$30,836
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Special Services:

Maureen Millar	Secretary	\$40,040
Nicole Sperber (part-time)	Secretary	\$15.10/hr.

21. Reappointment – School Secretaries

Move to reappoint the following school secretaries for the 2007-2008 school year:

Metuchen High School	
Kathy Mallory	\$33,536

Mary Miranowic	\$33,536
JoEllen Toro	\$44,071
Charlene Nicholls (part-time)	\$16,768
Edgar Middle School	
Donna Ohlson	\$36,674
Jo Ann Rice	\$33,536
Adele Rackley (part-time)	\$16,198
Campbell School	
Diane Neiss	\$43,108
Karen Wnek	\$33,536
Patricia Lee (part-time)	\$18,512
Moss School	
Marilyn Miller	\$32,395

Salaries will be adjusted upon settlement of bargaining unit contract.

22. Appointment – Substitute Secretaries

Move to appoint the following as substitute secretaries for the 2007-2008 school year:

Beverley Cosentino	\$12.05/hr.
Eileen Harmon	\$12.05/hr.
Judy Kurabinski	\$12.05/hr.
Judith Hoffman	\$10.85/hr.
Robin Sherman	\$10.55/hr.
Joanne Ouellet	\$10.55/hr.
Diane Fishman	\$11.15/hr.

23. Appointment – Custodial Staff 2007-2008 School Year

Move to appoint the following custodial staff for the 2007-2008 school year effective July 1, 2007 through June 30, 2008:

	Salary
Moss School	
Harry Brown	\$28,101
Augustin DeLeo	\$28,751
Jason Lesniak (head custodian)	\$35,839
Campbell School	
Jonathan Alijewicz	\$25,346
Chris Comtess	\$25,346
Richard Denes Jr.	\$50,334

Jean-Robert Jean-Gilles	\$28,101
Avelleneda Peña	\$28,101
Allan Samuelson (head custodian)	\$50,994
Edgar Middle School	
Christopher Finn	\$25,346
Hans Hansen	\$50,334
Bruce Heline (head day custodian)	\$51,794
David Horincewich	\$35,182
Martin Lane	\$35,182
Paul Makara (head night custodian)	\$34,593
Metuchen High School	
Mark Cooper	\$24,500
Darren Colegrove	\$24,500
Patrick Giacobbe	\$25,150
Leonard Kosciusko (head day custodian)	\$51,794
Paula Minuski	\$48,294
Carlos Ramos (head night custodian)	\$29,860
Mulyanti Uhrlass	\$28,751
William Weir	\$31,093
Maintenance	
Paxton Jerscheid	\$28,751
Chad Lesniak	\$28,101
Matt Marino	\$30,996
Horatio Reyes	\$24,500

Salaries will be adjusted upon settlement of bargaining unit contract.

24. Appointment – Substitute Custodian

Move to appoint Brian Lewis as substitute custodian for the 2007-2008 school year, effective July 1, 2007 through June 30, 2008 at the rate of \$10.00/hr.

25 . Secretarial Staff – The Zone

Move to approve the appointment of Josephine Raimondo as secretary at the Zone for the 2007-2008 school year, at the rate of \$13.75/hour.

Salary will be adjusted upon negotiation settlement.

26. Substitute Caller

Move to appoint Judy Kurabinski as Substitute Caller (substitute teacher coverage coordinator) at an annual salary of \$12,865 for the 2007-2008 school year.

27. 2007 Fall Coaching Recommendations

Move to approve the following as coaches for the 2007 fall athletic season:

Metuchen High School			
Cross Country	Head Coach (Boys)	Thomas Yakowenko (2)	\$5,657
	Head Coach (Girls)	Kelli Redding (2)	\$5,657
Field Hockey	Head Coach	Laura Nemer (2)	\$6,961
	Junior Varsity	Sharon DeLair (2)	\$4,868
Football	Head Coach	Robert Ulmer (3+)	\$8,881
	First Assistant	Ed Angus Jr. (3+)	\$5,931
	Assistant	Joe Yoshak (3+)	\$5,657
	Assistant	John Thornton (3+)	\$5,657
	Assistant	-vacant-	
Soccer	Head Coach (Boys)	Ken Graf (3+)	\$6,961
	Junior Varsity (Boys)	Edward Albanese (3)	\$4,800
	Freshman (Boys)	John Manzo (2)	\$4,321
	Head Coach (Girls)	Val Gazda (3+)	\$6,961
	Junior Varsity (Girls)	Danielle Brabston (3)	\$4,800
	Freshman (Girls)	Marcie Stoner (3)	\$4,458
Tennis	Head coach (Girls)	Rob Strauss (3+)	\$5,521
Edgar Middle School			
Boys Soccer	Coach	Rich Stoner	\$2,480
Girls Soccer	Coach	Allyson Rescorl	\$2,480
Field Hockey	Coach	Jennifer Enchura	\$2,480
Cross Country	Coach	Karin Flores	\$2,480

Stipends will be adjusted upon settlement of bargaining unit contract.

B. FINANCE

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

Move approval of the Treasurer of School Monies' Report, Board Secretary's Report, and budget transfers as of April 30, 2007.

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 May 31, 2007 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 Secretary and filed in the Business Office.

3. Resolution Awarding the Contract for Edgar School Roofing Replacement and Related Work

WHEREAS, through public advertising the school district solicited competitive bids for the Edgar School Roofing Replacement and Related Work as described in the May 7, 2007 Project Manual issued by Thomas C. Rienzi, RA Architect and Addendum issued thereto; and

WHEREAS, bids were received and opened on June 19, 2007 and the bid of Barrett Roofs, Inc. ("Low Bidder") was the lowest bid price conforming to specifications; and

WHEREAS, the New Jersey Schools Construction Corporation has issued the requisite pre-qualification certificate to the low bidder; and

WHEREAS, the Low Bidder is classified by the New Jersey Division of Property Management and Construction and the scope of the work of this project as defined in the Project Manual is within the DPMC classification issued to the Low Bidder; and

NOW THEREFORE, it is

RESOLVED that the contract for construction of Edgar School Roofing Replacement and Related Work be awarded to Barrett Roofs, Inc. for a total contract sum of \$118,605.00 and that the administration immediately notify the Low Bidder of the award of this contract.

4. Resolution Awarding the Contract for Campbell School Roofing Replacement and Related Work

WHEREAS, through public advertising the school district solicited competitive bids for the Campbell School Roofing Replacement and Related Work as described in the May 7, 2007 Project Manual issued by Thomas C. Rienzi, RA Architect and Addendum issued thereto; and

WHEREAS, bids were received and opened on June 19, 2007 and the bid of Patwood Roofing Co. ("Low Bidder") was the lowest bid price conforming to specifications; and

WHEREAS, the New Jersey Schools Construction Corporation has issued the requisite pre-qualification certificate to the low bidder; and

WHEREAS, the Low Bidder is classified by the New Jersey Division of Property Management and Construction and the scope of the work of this project as defined in the Project Manual is within the DPMC classification issued to the Low Bidder; and

NOW THEREFORE, it is

RESOLVED that the contract for construction of Campbell School Roofing Replacement and Related Work be awarded to Patwood Roofing Co. for a total contract sum of \$122,500.00 and that the administration immediately notify the Low Bidder of the award of this contract.

5. Out-of-District Extended School Year Placement

Move to approve the following out-of-district extended school year placement:

Student ID#	Program/School	Tuition	Transportation
30170	Village School, Holmdel, NJ	\$2,815	\$4,447

6. Out-of District Summer Placements Transportation Costs

Move to approve the following transportation costs for extended school year out-of district placements:

Student ID#	Program/School	Transportation
30067	Academy Learning Center	\$ 2,935
30059	Academy Learning Center	2,935
10032	Bright Beginnings	1,450
10120	Bright Beginnings	1,450
30219	Bright Beginnings	1,157
30066	Collier-Project ECO	BOE
10007	Collier-Project ECO	BOE

10071	Eden Institute	BOE
30052	High Road Lower School	2,237
10037	High Road Lower School	2,237
50029	JFK Rehabilitation Institute	BOE
50074	JFK Rehabilitation Institute	BOE
50066	Lakeview School	1,500
10081	Lakeview School	1,500
30015	Midland School	1,550
30011	Midland School	1,550
50184	Piscataway Regional Day	1,450
30054	Piscataway Regional Day	1,450
30104	Piscataway Regional Day	1,450
50174	Search Day School	7,439
10085	Somerset Hills Learning Center	5,370
50032	Spring Run School	5,110
10022	Stepping Stones	BOE
10028	Stepping Stones	BOE
30170	Village School	\$ 4,482

7.. Courtesy Busing Routes

Move to approval renewal of courtesy busing routes and areas per the attached map at the following rates for the 2007 – 2008 school year:

St. Francis – \$159.56 per day, per route

Campbell c1 & c2 – \$106.59 per day, per route

Campbell c3 & c7 – \$104.99 per day, per route

Edgar e1 & e2 – \$106.99 per day, per route

Edgar e3 & e7 – \$104.59 per day, per route

8. Award of 2007-2008 School Year Bids

Move to approve the awarding the following bid awards to the lowest responsible bidder for the period of July 1, 2007 through June 30, 2008, as follows:

a. Custodial Supplies to Supply King, Inc. of Neptune, NJ: for catalog purchases of janitorial supply items.

b. Snow Plowing to Marczak's of Metuchen, NJ for all schools as follows:

1 to 2.9 inches	\$1,100.00
3 to 5.9 inches	\$2,300.00
6 to 7.9 inches	\$3,100.00
8 to 10 inches	\$3,900.00
per inch >10 inches	\$500.00
salt application	\$1,100.00

c. Printing Needs to the following:
NCR Forms, envelopes: OCS Printing
letterhead, certificates, newsletters, student file folders:
Advanced Printing
log/desk/business cards: Ridgewood Press
EMS graduation, handbooks: Alphagraphics

d. Toner Cartridges (Dell Computers) to W.B. Mason Co.

e. Toner Cartridges (inkjet printers, laserjet printers) to The Tree House Inc.

f. Toner Cartridges (fax cartridges) to Ribbons Express, Inc.

g. Office Supplies to CMF Business Supplies.

h. Maintenance Supplies to W.W. Grainger Inc. for catalog purchases of all maintenance supply items.

i. Athletic Transportation Services to Keyport Auto Body Shop Inc., DBA Shamrock Stagecoach

j. Athletic Equipment Reconditioning to Circle System Group

9. Establishment of Petty Cash Funds for the 2007-2008 School Year

Pursuant to *N.J.S.A. 18A:19-3*, move the establishment of petty cash funds as of July 1, 2006. The individuals responsible for proper disposition of the indicated fund amounts as follows:

Theresa Sinatra	Superintendent	\$200.00
Michael Harvier	Business Administrator/Board Secretary	\$200.00
Paul Pineiro	Director of Curriculum	\$100.00
Robert Capra	Director of Special Services	\$100.00
John Novak	Principal, Metuchen High School	\$100.00
Kathryn Glutz	Principal, Edgar Middle School	\$100.00
Robert Gugliara	Principal, Campbell School	\$100.00
Paul Pineiro	Principal, Moss School	\$100.00
John Cathcart	Athletic Director	\$175.00
Jerry Sheeran	Supervisor of Buildings and Grounds	\$200.00

C. POLICY

1. Early Graduation

Move to approve the June 2008 graduation of Anna Paone from Metuchen High School.

2. Agreement and General Release

That, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Agreement and General Release, previously submitted, between the Board of Education and Ruth Ziznewski, which includes payment to Ms. Ziznewski for accumulated, unused sick leave and vacation leave days in the amount of \$33,485.88. The Board President and the Business Administrator/Board Secretary, as the attesting witness, are hereby directed and authorized to execute the Agreement and General release on behalf of the Board of Education.

3. NJSIAA Resolution

Move approval of the NJSIAA (New Jersey State Interscholastic Athletic Association) resolution that follows:

**MEMBERSHIP RESOLUTION
NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC
ASSOCIATION**

The Board of Education of the Metuchen School District, County of Middlesex, State of New Jersey, as provided for in Chapter 172 Laws 1979 (*N.J.S.A. 18A:11-3 e, et seq.*) herewith enrolls Metuchen High School as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interschool athletic program sponsored by the NJSIAA.

This resolution to continue in effect until or unless rescinded by the Board of Education and shall be included among these policies adopted annually by the Board. Pursuant to *N.J.S.A. 18A:11-3 in adopting this resolution, the Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws and Regulations of the NJSIAA.*

XII. Meeting Open to Public

XIII. Adjournment