

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

Business Meeting Agenda

of the Metuchen Board of Education

April 8, 2008

V. Meeting Open to the Public

VI. Recommendations of the Superintendent of Schools

A. ACKNOWLEDGMENT

1. RESOLUTION

WHEREAS, the Superintendent of Schools would like to publicly thank outgoing Board of Education members, president George Trapp, and former President Ron Grayzel, for their support, commitment, and dedication to the educational excellence available to the children of Metuchen; and

WHEREAS, the Superintendent of Schools and the Business Administrator/Board Secretary would like to publicly thank these Board members for their dedication to the general financial health and stability of the Metuchen School District, their invaluable input toward the successful implementation of the Metuchen High School construction project, and their dedication to the preparation of school budgets that reflected minimal tax increases for the community; and

WHEREAS, Board of Education members Board Vice President Terry Kohl, Fran Brennan, Rose deVries, Eileen Duffy, Eileen Frowenfeld, Devra Golbe, and Benjamin Small would like to publicly express their thanks to these Board members for their leadership, foresight, and commitment to all aspects of the district;

NOW, THEREFORE LET IT BE RESOLVED, that the Metuchen Board of Education hereby approves the recognition of outgoing Board President George J. Trapp, and former President Ronald B. Grayzel with the presentation of plaques of appreciation, expressing the thanks of the Board and the entire school community.

B. PERSONNEL

1. Retirement – Non-Certificated Staff

Move to approve the retirement of Catherine Vehock as bus driver effective July 1, 2008.

2. Unpaid Medical Leave – Non-certificated Staff

Move to approve an unpaid FMLA (Family Medical leave Act) leave of absence for Martin Lane, custodian/groundskeeper effective April 1, 2008 through June 30, 2008.

C. FINANCE

1. Contract

Move to approve a contract between the Metuchen Board of Education and the Metuchen Association of Educational Secretaries effective July 1, 2007 through June 30, 2010.

2. Change Orders

Move to approve the following change orders:

Change Order 027

Renovation and extension of wrestling practice room \$48,923

Change Order 028

Installation of air conditioning in cafeteria \$51,883

D. POLICY

1. Professional Development Plan

Move to approve the district's Professional Development Plan for the 2008-2009 school year.

2. Resolution – Travel

WHEREAS, the Metuchen Board of Education (“Board”) is required pursuant to *N.J.S.A. 18A:11-12* to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board has determined that the training programs, seminars, conventions and conferences sponsored by the New Jersey Association of School Administrators (“NJASA”) and set forth in the attached chart are directly related to and within the scope of the listed administrators’ current responsibilities, and/or any applicable professional development plans; and

WHEREAS, the Board has determined that participation in the NJASA training programs, and seminars, conventions and conferences requires school district travel expenditures and that this travel is critical to the administrative and/or instructional needs of the district and/or furthers the efficient operation of the district,

and/or will help improve administrators' skills and knowledge related to district operations; and

WHEREAS, the Board has determined that the school district travel expenditures to NJASA training programs, seminars, conventions and conferences are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget, except as superseded by any conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board finds that a mileage reimbursement rate equal to the applicable federal Internal Revenue Service mileage reimbursement rate is a reasonable rate; and

WHEREAS, the Board has determined that participation in the NJASA training programs, seminars, conventions and conferences are in compliance with the district policy on travel; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the attendance of the listed district employees at the listed NJASA training programs, seminars, conventions and conferences, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and,

BE IT FURTHER RESOLVED, that the Board authorizes in advance, as required by statute, attendance at the NJASA training programs, seminars, conventions and conferences in the attached chart.

Theresa J. Pollifrone-Sinatra, Superintendent	NJASA/NJSBA Annual Spring Conference	not to exceed \$416
Paul Pineiro, Director of Curriculum	NJASA/NJSBA Annual Spring Conference	not to exceed \$416

3. NCLB Consolidated Grant

Move to approve NCLB Consolidated Grant Amendment for FY 2006-2007, submitted January 24, 2008, to reflect the Carry over funds in the following amounts:

Title I	Improving Basic Programs Operated by Local Education Agencies in School Improvement	\$2,224
Title IIA	Teacher and Principal training and Recruiting Fund	\$1,769
Title IID	Enhancing Education Through Technology	\$587
Title V	Innovative Programs	\$3,959

VII. Meeting Open to Public

VIII. Announcements

IX. Adjournment

X. Reading of Sunshine Statement if necessary.