

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

**AGENDA
for Annual Organization Meeting
Metuchen Board of Education**

Metuchen High School Cafeteria
400 Grove Avenue
Metuchen, NJ 08840

Tuesday, April 22, 2007 - 8:00 PM

- I Call to Order by Pro-Tem Chair, Michael A. Harvier, Board Secretary**
- II Sunshine Statement and Announcement of Purpose of Meeting**
- III Flag Salute**
- IV Administration of required oaths to Board Members elected on April 15, 2008**
- V Roll Call**
- VI Announcement of Election Results**

<u>Candidates in Ballot Order</u>	<u>Total Votes</u>
Arthur "Artie" Flaherty	1,067
Jacqueline Gibson	897
Dan Benderly	867
Eileen Duffy	844

<u>General Funds</u>	<u>For</u>	<u>Against</u>
\$27,170,726	898	616

- VII Pro-Tem Chair will conduct election of Board President**
- VIII Election of President**
- IX President takes chair and conducts the Election of Board Vice President**
- X Set Regular Meetings of the Metuchen Board of Education (Attachment #1)**
- XI Meeting Open to the Public**
- XII Recommendations of the Superintendent of Schools**

A. PERSONNEL

- 1. Appointment – Treasurer of School Moneys**
Move appointment of Rebecca Cuthbert as Treasurer of School Moneys for the 2008-2009 school year at the rate of \$4,225/year.
- 2. Appointment – Bond Counsel**
Move approval of Andrea Kahn as Bond Counsel for the 2008-2009 school year at the rate of \$195/hour.
- 3. Appointment – Counsel for Construction Project**
Move approval of the firm of Vogel, Chait, Collins and Schneider as Counsel for the construction project at the rate of \$185/hour.
- 4. Appointment – School Physician**
Move the appointment of Kevin Lukenda M.D. as school physician for the 2008-2009 school year at the rate of \$17,000/year.
- 5. Appointment – School Psychiatrist**
 - a) Move the appointment of Dr. Nancy Durant as School Psychiatrist for the 2008-2009 school year at the rate of \$150 per hour.
 - b) Move the appointment of Dr. Leonard Eng as School Psychiatrist for the 2008-2009 school year at the rate of \$250 per evaluation.
- 6. Appointment – School Neurologist**
 - a) Move the appointment of Dr. Vanna Amorapanth as School Neurologist for the 2008-2009 school year at the rate of \$650 per evaluation.
 - b) Move the appointment of Dr. Lewis Milrod as School Neurologist for the 2008-2009 school year at the rate of \$350 per evaluation.
 - c) Move the appointment of Dr. Joseph Holahan as School Neurologist for the 2008-2009 school year at the rate of \$375 per evaluation.
 - d) Move the appointment of Dr. Aparna Mallik as School Neurologist for the 2008-2009 school year at the rate of \$375 per evaluation.
- 7. Appointment – School Behavior Therapist**
Move the appointment of Dr. Michael Selbst, Behavior Therapy Associates as Behavior Therapist for the 2008-2009 school year at the rate of \$175 per hour.
- 8. Appointment – Independent Assessments**
 - a) Move the appointment of Dr. Marilyn Gonyo-Diehl to provide independent evaluations as needed at the rate of \$150/hr.;
 - b) Move the appointment of Dr. Richard Levine to provide independent evaluations as needed at the rate of \$150/hr.

9. Appointment – Orientation and Mobility

Move the appointment of Michael O'Brien to provide orientation and mobility services for a visually impaired out-of-district student at the rate of \$150/hr.

10. Appointment – Applied Behavioral Analysis (ABA) Training

Move the appointment of Eden Outreach Department at \$150/hr. and Kathy DeMarco at \$40 per visit/travel to provide training in the principles of ABA,

11. Appointment – Occupational/Physical Therapy/Speech

- a) Move the appointment of Anne Cahl, OT as Occupational Therapist for the 2008-2009 school year at the rate of \$92 per hour.
- b) Move the appointment of Maria Kantilierakis, PT as Physical Therapist for the 2008-2009 school year at the rate of \$88 per hour.
- d) Move the appointment of Lori Wanner for occupational therapy services provided to a Woodcliff Academy student at the rate of \$75/hr.
- e) Move the appointment of Sterling-Ratner Speech Path Associates, Inc. for extra speech services provided for a Campbell School student at the rate of \$65/hr.
- f) Move the appointment of Vista Rehabilitation Services for speech services provided for an out-of-district student at the rate of \$175/hr.
- g) Move the appointment of Rehabilitation Therapy Associates for physical therapy services provided for an out-of-district student at the rate of \$125/hr.
- h) Move the appointment of Leba Therapeutics for occupational therapy services provided for an out-of-district student at the rate of \$125/hr.

12. Appointment – Board Attorney

BE IT RESOLVED that the Board of Education hereby appoints Wilentz, Goldman & Spitzer P.A. (Firm") as Board Attorney and approves the Agreement for Professional Legal Services between the Board and the Firm for the period from July 1, 2008 through June 30, 2009. The board shall pay the firm an annual retainer of \$16,200 and an hourly rate of \$150 for matters not covered by the retainer. The annual retainer covers up to ten (10) hours of professional legal services each month such as routine Board meeting attendance, routine telephone advice, routine correspondence, and short research assignments. For extraordinary services such as litigation, administrative law proceedings, collective negotiations, arbitrations, special education controversies, pupil discipline hearings, opinions requiring significant research and related activity, and for work beyond the ten hours covered by the retainer, the hourly rate is \$150.00. the board will also reimburse the Firm for costs

such as computer research, UPS Overnight, messenger, long distance telephone calls, facsimile, photocopy, and the like.

BE IT FURTHER RESOLVED that notice of the award of the above described contract for legal services shall be provided as required by N.J.S.A. 18A:18A-5a(1).

BE IT FURTHER RESOLVED that this resolution and the agreement shall be maintained on file and available for public inspection in the board's Office.

BE IT FURTHER RESOLVED that the Board President and the Business Administrator/Board Secretary, as that testing witnesses, are hereby authorized to sign the Agreement.

B. FINANCE

1. Parent Paid Tuition – 2008-2009 School Year

<u>Grade</u>	<u>2007/2008</u>	<u>2008/2009</u>
K	\$3,079	\$3,233
1 through 8	\$6,158	\$6,466
9 through 12	\$7,820	\$8,211
<u>Children of Employees</u>		
K	\$2,458	\$2,581
1 through 8	\$4,916	\$5,162
9 through 12	\$6,272	\$6,585

2. Courtesy Busing Fee

Move to set the fee for courtesy busing at \$85.00 per student.

3. Appointment – Asbestos Management Services

Move approval of PMK as Asbestos Management Company at the rate of \$6,750 per year as indicated in their proposal dated January 25, 2008.

4. Appointment – District Auditors

Move approval of the firm of Beard Miller & Co. (bmc) Certified Public Accountants as district auditors at the rate of \$37,500 per year.

XIII Reorganization

1. Fixing of Copy Fees

Move the fixing of fees for copies of any Board record including copies of regular or revised meeting schedules as follows:

Pages one through ten \$.75 each

Pages 11 through 20 \$.50 each

All pages over 20 \$.25 each

Prices are set by law and are to be in effect for the 2007-2008 school year.

2. Designation of Board Depositories

Be it resolved that effective July 1, 2008, WACHOVIA, Evergreen Investments, Metuchen Savings, New Jersey ARM, MBIA Investment Bankers, the Provident Savings Bank, and Valley National Bank are hereby designated as the official depositories for the funds of the Metuchen Board of Education.

3. Designation of Advertising Media

Move the designation of the Home News and Tribune, The Crit, The Star Ledger and/or the Edison/Metuchen Sentinel as the approved advertising media for Board of Education legal advertisements during the 2008-2009 school year.

4. Re-adoption of Policy Manual

Motion to adopt the following resolution:

RESOLVED that all current written policies, by-laws and rules/regulations in the official Policy Manual of the Metuchen School District be readopted for the period from the date of this Organization Meeting until the Organization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

5. Appointment of Representatives Requesting Federal and State Funds

Motion to adopt the following resolution:

RESOLVED that Theresa J. Pollifrone-Sinatra, Superintendent of Schools, Michael Harvier Board Secretary/ Business Administrator of the Metuchen Board of Education, and Paul Pineiro, Director of Curriculum, or their designees, be designated as the Board's agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.

6. Approval of Officer for Bidding, Purchasing and Sale of Property

Motion to adopt the following resolution:

RESOLVED that Michael Harvier, Board Secretary/Business Administrator, be designated and empowered as the Board of Education's Purchasing Agent asset forth in NJ.S.A. 18A:18A-2-3, 18A: 18A- 7, 18A:18A-37, including authorization to:

1. advertise for and receive bids;
2. act as the Board's Purchasing Agent for both sale of property and purchase contracts up to the statutory limit and for emergency purchase contracts
3. purchase through state, county and other local contracts wherever practical and in the best interest of the Board of Education for the

period from this date to the Board Organization Meeting in the next calendar year.

7. Resolution for Member Participation in a Cooperative Pricing System

A RESOLUTION AUTHORIZING THE METUCHEN BOARD OF EDUCATION TO ENTER INTO A COOPERATIVE PRICING AGREEMENT I

WHEREAS, N.J.S.A. 40A: 11-11(5) and N.J.A.C. 6:20-8.7 authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS, the Ramsey Cooperative Pricing System, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of work, materials and supplies; and

WHEREAS, the Metuchen Board of Education, County of Middlesex, State of New Jersey, desires to participate in the West New York Cooperative Pricing System.

NOW THEREFORE, BE IT RESOLVED ON THE 22nd day of April, 2008 by the Metuchen Board of Education, County of Middlesex, State of New Jersey, as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Metuchen Board of Education.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A: II-II (5), the Superintendent of Schools is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency entering into contracts on behalf of the Metuchen Board of Education shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) and all the other provisions of the revised statutes of the State of New Jersey.

8. Resolution for Member Participation in a Cooperative Pricing System

A RESOLUTION AUTHORIZING THE METUCHEN BOARD OF EDUCATION TO ENTER INTO A COOPERATIVE PRICING AGREEMENT II

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, Middlesex County, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on August 24, 2006 the Metuchen Board of Education, County of Middlesex, State of New Jersey duly considered participation in a

Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Metuchen Board of Education.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Business Administrator is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 ct seq.)

EFFECTIVE DATE

This resolution shall take effect immediately upon passage

- 9. Designation of Public Agency Compliance Officer (P.A.C.O.)**
Move approval of the appointment of Michael Harvier as P.A.C.O. for the Metuchen School District for the 2008-2009 school year.
- 10. Appointment –Custodian of School Records**
Move to appoint Michael Harvier as Custodian of School Records for the 2008-2009 school year.
- 11. Resolution for Appointing a Qualified Purchasing Agent**

APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD OF EDUCATION OR OTHER ENTITY SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18A-1 et seq.

RESOLUTION appointing a Qualified Purchasing Agent, Pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Michael Harvier possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5-34-5 et seq.; and

RESOLVED, that the governing body hereby appoints Michael Harvier as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Michael Harvier’s certification to the Director of the Division of Local Government Services.

12. Appointment – District Affirmative Action Officer

Move to appoint Kathy Glutz as district Affirmative Action Officer for the 2008-2009 school year.

13. Appointments – Facilities Related

Move to appoint Gerard Redmond as Asbestos Management Officer, Indoor Air Quality Designee, Integrated Pest Management Coordinator, and Right To Know Officer.

IX. Meeting Open to the Public

X. Adjournment

ATTACHMENT 1

**Metuchen Board of Education
Metuchen, New Jersey**

Board of Education Meeting Calendar – 2008-2009

All meetings will be held at Metuchen High School and will begin at 8:00 p.m.

The Board of Education will meet two times a month, on the second and fourth Tuesdays of the month unless these times interfere with the approved school calendar, or as otherwise noted. On the second Tuesday the Board will hold an Agenda Session followed by a Business meeting and then a Closed Conference Session. On the fourth Tuesday the Board will hold a Open Conference Session followed by a Business meeting. The schedule is as follows:

May 13, 2008	Agenda/Business/Closed
Wednesday, May 28, 2008	Open/Business
June 10, 2008	Agenda/Business/Closed
June 24, 2008	Open/Business
July 8, 2008	Agenda/Business/Closed
July 22, 2008	Open/Business
August 19, 2008	Agenda/Business/Closed
August 26, 2008	Open/Business
September 9, 2008	Agenda/Business/Closed
September 23, 2008	Open/Business
October 14, 2008	Agenda/Business/Closed
October 28, 2008	Open/Business
November 11, 2008	Agenda/Business/Closed
November 25, 2008	Open/Business
December 9, 2008	Agenda/Business/Closed
December 23, 2008	Open/Business
January 13, 2009	Agenda/Business/Closed
January 27, 2009	Open/Business
February 10, 2009	Agenda/Business/Closed
February 24, 2009	Open/Business
March 10, 2009	Agenda/Business/Closed
March 24, 2009	Open/Business
April 14, 2009	Agenda/Business/Closed
<i>To be determined (April 21, 2009)</i>	<i>School Board Elections</i>
To Be Determined	Organization Meeting