

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

Agenda

Special Business Meeting

of the Metuchen Board of Education

June 29, 2009

V. Meeting Open to the Public

VI. Recommendations of the Superintendent of Schools

A. PERSONNEL

1. Appointment – Administrative Staff

Move to appoint Florence Carter as principal of Campbell School, effective July 15, 2009 through June 30, 2010, at an annual salary to be determined.

2. Appointment – Administrative Staff

Move to appoint Susan LaFauci as Acting Vice-Principal of Metuchen High School effective August 1, 2009 through June 30, 2010, at an annual salary to be determined.

3. Appointment – Certificated Staff

Move to approve Lisa Grenados as Social Worker for the 2009-2010 school year effective September 1, 2009 through June 30, 2010, 4F -- \$54,006.

4. Appointment – Certificated Staff

Move to approve Lisa Grenados as Social Worker for the 2009 summer ESY program for 12 days at the rate of \$284 per diem totaling \$3,412.

5. Appointment – Certificated Staff

Move to approve Kevin LoPresti as Kindergarten teacher at Moss School, effective September 1, 2009 through June 30, 2010, salary status 3D -- \$50,125.

6. Family Leave of Absence

Move to approve a 12-week family leave of absence for Laura Connolly, Social Studies teacher at Metuchen High School, effective September 1, 2009 through November 10, 2009.

9. Appointment – Bus Aides and Drivers

Move to appoint the following as bus aides and drivers for the 2009-2010 school year:

Name	Assignment	Hourly Rate
Gail Bailey	Bus Aide	\$11.20/hr.
June Cooper	Bus Aide	\$11.20/hr.
Dawn Swallick	Bus Aide	\$10.15/hr.
Raysa Hernandez	Bus Driver	\$18.42/hr.
Anna Szwest	Bus Driver	\$18.42/hr.
Linda Rhodes	Bus Driver	\$18.42/hr.
Ronald Rhodes	Bus Driver	\$18.42/hr.
James Collery	Substitute Bus Driver	\$17.04/hr.
Judith Entwhistle	Substitute Bus Driver	\$16.57/hr.
Carolyn Koch	Substitute Bus Driver	\$16.11/hr.
Susan Muniz	Substitute Bus Driver	\$16.11/hr.
Debra Thomas	Substitute Bus Driver	\$17.04/hr.
Brian Wilson	Substitute Bus Driver	\$16.11/hr.
Joan DiFino	Lunch Aide	\$11.20/hr.
Frances Gyofry	Lunch Aide	\$9.45/hr.
Barbara Spigner	Lunch Aide	\$9.80/hr.
Anna Yanuzzi	Lunch Aide	\$9.80/hr.

10. Summer Work – Campbell School

Move to approve the following summer work at Campbell School:

- a) Jennifer Sulligan, Campbell School Librarian to work no more than five days at \$270.95 per diem, not to exceed \$1,354.75.
- b) Joe Fitzgibbon, Campbell School Technology teacher to work no more than 45 hours at the rate of \$33.00/hr., not to exceed \$1,485.
- c) One day of work on the UL program at the following rates:
 - a. Karen Repka -- \$447.71 per diem
 - b. Susan Canter -- \$442.00 per diem

11. Secretarial Staff – The Zone

Move to approve the appointment of Josephine Raimondo as secretary at the Zone for the 2009-2010 school year, for 20 hours per week, at a rate to be determined.

12. Substitute Caller

Move to appoint Judy Kurabinski as Substitute Caller (substitute teacher coverage coordinator) for the 2009-2010 school year at an annual salary to be determined.

13. Appointment – Non-certificated Staff

Move to appoint Christopher Brozuski as Technology Coordinator effective July 1, 2009 through June 30, 2010 at an annual salary to be determined.

B. FINANCE

1. Resolution – Travel

Move approval of the following certificated staff members' attendance at conferences approved by FFPI, as shown on *the attached lists*.

2. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, NEW JERSEY DETERMINING TO ACQUIRE AND TO FINANCE CERTAIN TECHNOLOGY EQUIPMENT BY MEANS OF A LEASE PURCHASE FINANCING IN A PRINCIPAL AMOUNT NOT EXCEEDING \$110,000, DELEGATING THE AWARD TO THE BUSINESS ADMINISTRATOR/BOARD SECRETARY, AUTHORIZING THE EXECUTION OF THE LEASE AND RELATED DOCUMENTS AND AUTHORIZING OTHER ACTIONS NECESSARY TO COMPLETE THE TRANSACTION

WHEREAS, The Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey (the "Board") is created and is charged by law with the responsibility of providing a system of public education within the school district over which it has jurisdiction and to acquire capital equipment therefor; and

WHEREAS, the Board has determined to fund the acquisition various technology and related equipment, including financing and all incidental or related costs (the "Equipment") by means of a lease purchase financing for a term that does not exceed five (5) years pursuant to the provisions of *N.J.S.A. 18A:20-4.2(f)* and *N.J.S.A. 18A:18A-1 et. seq.*; and

WHEREAS, the Board has selected The Apris Group, Ltd., as financial advisor (the "Financial Advisor") and McManimon & Scotland, L.L.C., as special counsel (the "Special Counsel") for the purpose of advising and assisting with the proposed lease purchase financing of the Equipment; and

WHEREAS, in accordance with the procedures set forth in *N.J.S.A 18A:18A-1 et. seq.* ("Public School Contract Law") and the regulations promulgated thereunder, the Financial Advisor is going to solicit proposals, and the Business Administrator/Board Secretary, with the assistance of the Special Counsel and the Financial Advisor, will determine the lowest submission to purchase the lease from the Board (hereinafter referred to as the "Purchaser"); and

WHEREAS, the Board will enter into a lease purchase agreement (the “Lease”) and other related documents with the Purchaser in a principal amount not to exceed \$110,000 plus any financing, any incidental or related costs to finance the Equipment; and

WHEREAS, the Board desires to authorize the delegation of the award to the Business Administrator/Board Secretary and further authorizes the Board President, Business Administrator/Board Secretary, Financial Advisor and Special Counsel to prepare and to execute the Lease and certain other documents and agreements necessary or incidental to the transactions contemplated thereby;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF METUCHEN IN THE COUNTY OF MIDDLESEX, as follows:

Section 1. The Board hereby determines to finance the Equipment by means of a lease purchase financing in a principal amount not exceeding \$110,000, plus any financing, any incidental or related costs, in accordance with the requirements of the Public School Contracts Law. The Business Administrator/Board Secretary, the Financial Advisor, the Special Counsel and other appropriate representatives of the Board (the "Professionals") are hereby authorized to prepare the necessary timetables and proposal documents and other related documents as may be necessary and to take other steps necessary to prepare for and to implement the proposed financing.

Section 2. The Board hereby ratifies the request for proposals in accordance with the requirements of the Public School Contracts Law in order to prepare for the proposed transaction.

Section 3. The Business Administrator/Board Secretary is authorized to award the Lease to the lowest proposal in accordance with the proposals submitted to the Business Administrator/Board Secretary, which winning proposal will be retained on file in the Business Administrator/Board Secretary’s office. The Purchaser’s interest rate will be held fixed for a period of thirty (30) days from the date of the proposal submission. If the closing does not occur within thirty (30) days for the date of the proposal submission, the interest rate will be calculated in accordance with the index rate established by the Financial Advisor and set forth in the specifications.

Section 4. The Board President and/or the Business Administrator/Board Secretary are hereby authorized to negotiate, execute and deliver, subject to the review of Special Counsel, the Lease, an agent or an escrow agreement, an assignment agreement, if necessary, and such other documents as may be necessary to consummate the transaction. Specifically the Board authorizes the Board President or the Business Administrator/Board Secretary to establish an escrow account for the deposit of the lease proceeds and to direct the deposit and investment of the lease proceeds in the escrow for the term of the lease in accordance with the requirements of law. The Board hereby authorizes and directs the Board President or the Business Administrator/Board Secretary to approve any changes, additions, or deletions to the Lease or such other documents as may, in the judgment of Special Counsel, be necessary or advisable, such approval to be evidenced by the execution of the

Lease or such other documents by the Board President or the Business Administrator/Board Secretary. The Board President and/or Business Administrator/Board Secretary are also authorized and directed to take on behalf of the Board such other actions as shall be necessary and appropriate to accomplish the lease purchase financing for the Equipment in accordance with the terms of the lease and this resolution and pursuant to the terms of the agreements and instruments authorized to be prepared hereby and to accomplish the performance of the obligations of the Board in respect thereto.

Section 5. The payment of rent or other monies due under the Lease shall be made only from the General Fund of the Board. Neither the Board nor any agency, department or political subdivision thereof shall be obligated to pay any sum to the Purchaser under the Lease from any taxing source for the payment of any sums due under the Lease unless an appropriation is made in a duly approved budget of the Board. The obligations of the Board shall not constitute indebtedness of the Board or of the Borough of Metuchen or of any department, agency or political subdivision thereof. The Lease shall set forth the term of the lease purchase agreement for the Equipment, the rental payments to be paid by the Board in respect thereof and the dates on which such rent shall be due and payable.

Section 6. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the “Code”), in order to preserve the exemption from taxation of interest on the Lease, including the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Lease, if applicable.

Section 7. The Board does not intend to issue more than \$30,000,000 of tax exempt obligations in calendar year 2009 that will count towards the limitation imposed by Section 265 of the Code and hereby designates the lease purchase a “qualified tax exempt obligation” for purposes of Section 265(b)(3) of the Code. The Board hereby declares its intent to issue the lease in the expected maximum principal amount of the Lease set forth herein and to use the proceeds of the Lease to pay or reimburse expenditures for the costs of the purpose for which the Lease is authorized herein. This resolution is a declaration of intent within the meaning and for the purposes of Treasury Regulations Section 1.150-2 or any successor provisions of federal income tax law.

Section 8. This resolution shall take effect immediately.

C. CURRICULUM

1. New Textbooks

Move to approve the purchase of the following new textbooks for the 2009-2010 school year:

- a. 8th grade Social Studies textbook, Prentice Hall’s *World History*, Vol. 1.
- b. MHS Environmental Science Course, Holt, Rinehart & Winston’s *Environmental Science*.

- c. 1st grade literacy program, Rigby, Houghton Mifflin Harcourt's ***Literacy by Design***.

D. POLICY

1. Statement of Assurance – Comprehensive Equity Plan Implementation

Move to approve submission of the Statement of Assurance for the district's Comprehensive Equity Plan for 2009-2010.

2. First Reading

There will be a first reading of the following policies: Policy #6470 – Finance/Payment of Claims (revised); Policy #6471 – Finance/School District Travel (new); Policy #6510 – Finance/Payroll Authorizations (revised); Policy #6830 Finance/Audit and Comprehensive Annual Financial Report (revised); Policy #6832 Finance/Conditions of receiving State Aid.

3. Second Reading

There will be a second reading of the following policies: #2412 –Home Instruction Due to Health Condition, #2417 – Pupil Intervention and Referral Services, and #2481—Home or Out-of School Instruction for General Education Pupils

4. Policies to be Abolished

Move to abolish the following policies: Bylaw #0147 – Bylaws/Reimbursement of Travel Related Expenses – Board Members; Bylaw #0147A Appendix/Board Member Travel Expenses; Policy #3440 Teaching Staff members/Travel Expenses; Policy #4440 Support Staff Members/Travel Expenses.

VII. Meeting Open to Public

VIII. Announcements

IX. Adjournment

X. Reading of Sunshine Statement if necessary.

