

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

AMENDED Agenda

Business Meeting

of the Metuchen Board of Education

Metuchen High School Cafeteria
400 Grove Avenue

Tuesday, June 27, 2006

V. Meeting Open to the Public

VI. Reading and Approval of Minutes

Move approval of the minutes of the following meetings:

May 9, 2006	Agenda Session, Business Meeting
May 16, 2006	Open Conference Session, Business Meeting

VII. Correspondence

May 22, 2006 Letter from State of NJ - DOE
Letter granting the school district permission to place a
Special Education student in an out-of-state placement.

VIII. Reports

- Board President
- Superintendent
- Business Administrator/Board Secretary
- Capital Project
- Student Representative

IX. Resolution

The BOE will honor outgoing Director of Curriculum and Moss School Principal Ruth Ziznewski with a resolution thanking her for her years of service in Metuchen.

RESOLUTION

NOW THEREFORE, BE IT RESOLVED, that the Metuchen Board of Education does hereby recognize and thank

RUTH ZIZNEWSKI

for her leadership, dedication, and hard work as a teacher, school administrator, and Director of Curriculum in Metuchen, New Jersey.

X. Recommendations of the Superintendent of Schools**A. PERSONNEL****1. Appointment – Central Office Administrator**

Move to approve the appointment of Ruth Ziznewski as Director of Curriculum and Principal of Moss School from July 1, 2006 through July 15, 2006 at an annual salary of \$ 109,200 prorated.

2. Appointment – Tenured Principals/Assistant Principals

Move to approve the appointment the following for the 2006-2007 school year:

John Novak	Principal	Metuchen High School	\$132,816
Kathryn Glutz	Principal	Edgar Middle School	\$109,704
Robert Gugliara	Principal	Campbell School	\$115,490
Robert Knoth	Assistant Principal	Edgar Middle School	\$102,421

3. Appointment – Supervisory Staff

Move to appoint the following as supervisors for the 2006-2007 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
Terrie Snyder	Supervisor of English, Social Studies, and Gifted and Talented	\$107,013
Joann Zebrowski	Supervisor of Mathematics	\$98,823

4. Change in Assignment – Certificated Staff

Move to approve a change in assignment for Susan Canter, FTE .6 teacher at Campbell School/ .4 teacher at Edgar Middle School to full time teacher at Campbell School.

5. Reappointment – Certificated Staff

Move to reappoint the following certificated staff members for the 2006-2007 school year **as shown on attachment 1**.

6. Appointment – Certificated Staff

Move to appoint the following:

- a) Melissa Kovacs as a 5th grade leave replacement for Nicola Gilbert effective September 1, 2006 through June 30, 2007 – salary status 1A - \$41,000/yr.; and
- b) Robin Seidenberg as Special Education teacher at Edgar Middle school effective September 1, 2006 through June 30, 2007 – salary status 1C -- \$42,650/yr.

7. Appointment – Certificated Staff

Move to approve the appointment of Jill Londgraber as Guidance Counselor at Metuchen High School effective July 1, 2006 through August 31, 2006 at the rate of \$215.25 per diem, and September 1, 2006 through June 30, 2007 – salary status 3A - \$43,050.

8. Fall and Winter Coaching Recommendations – Metuchen High School

Move to approve the following as coaches at Metuchen High School for the 2006-2007 school year:

Soccer

Junior Varsity (Girls)	Marcie Stoner	2	\$4,664
Freshman (Girls)	Danielle Brabston	2	\$4,321

Basketball

Junior Varsity (Girls)	Kristyn Suckow	1	\$4,868
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9. Family Medical Leave – Non-certificated Staff

Move to approve a ninety-day Family Medical Leave for Jean McHale, custodian at Metuchen High School effective July 17, 2006.

10. Reappointment – School Secretaries

Move to reappoint the following school secretaries for the 2006-2007 school year:

Metuchen High School	
Kathy Mallory	\$33,536/yr.
Maureen Pray	\$44,292/yr.
Mary Miranowic	\$33,536/yr.
JoEllen Toro	\$44,071/yr.
Charlene Nicholls (part-time)	\$16,768/yr.

Edgar Middle School	
Donna Ohlson	\$36,674/yr.
Jo Ann Rice	\$33,536/yr.
Adele Rackley (part-time)	\$16,198/yr.
Campbell School	
Diane Neiss	\$43,108/yr.
Karen Wnek	\$33,536/yr.
Patricia Lee (part-time)	\$18,152/yr.
Moss School	
Marilyn Miller	\$32,395/yr.

11.Appointment – Substitute Secretaries

Move to appoint the following as substitute secretaries for the 2006-2007 school year:

Beverley Cosentino	\$11.75/hr.
Eileen Harmon	\$11.75/hr.
Judy Kurabinski	\$11.75/hr.
Diane Fishman	\$11.15/hr.
Judith Hoffman	\$10.55/hr.

12. Appointment – Non-certificated Staff

Move to appoint Carlos Ramos as Head Night Custodian at Metuchen High School retroactive to April 1, 2006 at a yearly stipend of \$3,100 prorated.

13.Appointment – Custodial Staff 2006-2007 School Year

Move to appoint the following custodial staff for the 2006-2007 school year effective July 1, 2006 through June 30, 2007:

	Salary
Moss School	
Harry Brown	\$28,101/yr.
Augustin DeLeo	\$28,751/yr.
Jason Lesniak (head custodian)	\$35,839/yr.
Campbell School	
Chris Comtess	\$25,346/yr.
Richard Denes Jr.	\$50,334/yr.
Jean-Robert Jean-Gilles	\$28,101/yr.
Avelleneda Peña	\$28,101/yr.
Allan Samuelson (head custodian)	\$50,994/yr.

Edgar Middle School	
Christopher Finn	\$25,346/yr.
Hans Hansen	\$50,334/yr.
Bruce Heline (head day custodian)	\$51,794/yr.
David Horincewich	\$35,182/yr.
Martin Lane	\$35,182/yr.
Paul Makara	\$31,093/yr.
Robert Truskowski (head night custodian)	\$38,682/yr.
Metuchen High School	
Jonathan Alijewicz	\$25,346/yr.
Darren Colegrove	\$24,500/yr.
Patrick Giacobbe	\$25,150/yr.
Leonard Kosciusko (head day custodian)	\$51,794/yr.
Jean McHale	\$35,182/yr.
Paula Minuski	\$48,294/yr.
Carlos Ramos (head night custodian)	\$29,860/yr.
Mulyanti Uhrlass	\$28,751/yr.
William Weir	\$31,093/yr.
Maintenance	
Matt Marino	\$25,996/yr.

14.Appointment – Substitute Custodians

Move to appoint the following as substitute custodians for the 2006-2007 school year, effective July 1, 2006 through June 30, 2007:

Brian Lewis	\$7.45/hr.
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15.Appointment – Summer Custodial Help

Move to appoint the following as summer custodial help effective July 6, 2006 through September 1, 2006:

	Rate/hr.
Ken Chamberlain	\$7.45/hr.
Nick Storts	\$7.45/hr.
Dan Gibson	\$7.45/hr.
Gerard Mongiardini-Baptista	\$7.45/hr.
Hannah Molfetto	\$7.45/hr.
Lamar Nichols	\$5.40/hr.
Jon Brown	\$5.15/hr.
Davon Gordon	\$5.15/hr.
Nicholas Vermaine	\$5.15/hr.
Sam Kovach-Orr	\$5.15/hr.
Nicole Mauro	\$5.15/hr.

Lyndsey Moran	\$5.15/hr.
Matt Strickland	\$5.15/hr.
David Bransfield	\$5.15/hr.

16.Appointment – Summer Painters

Move to appoint the following as summer painters effective July 1, 2006:

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

17. Appointment –Transportation Staff

Move to appoint the following bus drivers and aides as transportation staff for the 2006-2007 school year:

	Assignment	Hourly rate
Drivers		
Karen Giles	Stepping Stone	\$16.00/hr.
Zaida Ortiz	In-district	\$16.00/hr.
Catherine Vehock	In-district	\$15.60/hr.
June Cooper	In-district	\$15.60/hr.
Susan Muniz	substitute driver	\$14.80/hr.
Florence Salzano	substitute driver	\$14.80/hr.
Judith Entwisle	substitute driver	\$14.80/hr.
William Zatorski	Substitute driver	\$14.00/hr.
Aides		
Colleen Duffy	Lakeview School	\$10.85/hr.
Gail Bailey	Stepping Stone	\$10.85/hr.
Evelyn Brown	In-district	\$9.45/hr.
Doris Glenn	In-district	\$9.10/hr.

18.Summer Work – Curriculum

Move the approval of the following summer curriculum work **as shown on attachment 2:**

19.Summer Work – Guidance

Move the approval of the following summer guidance counselor work as follows:

		# of days	total
MHS			
	Traci Grauer	8	\$2,391.42
	Jill Londgraber	6	\$1,291.50

EMS			
	Elaine Goldstein	5	\$2,020.25
	Joy Hollenbeck	5	\$1,996.67

20.Additional Summer Work

Move the approval of the following summer work:

	# of days	per hour	total
Diane Kuenzel	15 days (105 hrs.)	\$11.15/hr.	\$1,170.75

21.Peer Leadership – MHS

Move approval of stipends for staff participating in Peer Leadership training from August 2 to August 4, 2006 as follows:

	# of days	per diem	total
Kerry O'Connell (Advisor)	2 ½	\$223.25	\$558.12
Nick Zaneto	2 ½	\$224.00	\$560.00
Ann Krizko	2 ½	\$235.17	\$587.92

22.Summer Band Camp

Move to approve the following as staff members at the MHS Summer Band Camp from August 14 through August 18:

		# of days	Per diem	Total
John Morrison	Band Director	8	\$387.99	\$3,103.92
John Messenger	Assistant Director	5	\$243.70	\$1,218.50
Caroline Leipf	Guard Advisor			\$450 (stipend)
Debbie Yaniga	Color Guard Aide			\$450 (stipend)
-vacant-	Percussion Instructor			\$450 (stipend)
Gabe Olochwoszcz	Marching Instructor			\$450 (stipend)

23.Increase in Salary – Certificated Staff

Move approval of a stipend of \$5,000 as a result of additional administrative work during the 2006-2007 school year:

Sean Economou	Administrative Assistant	Metuchen High School
Florence Carter	Administrative Assistant	Edgar Middle School
Kathy Keers-Nolde	Administrative Assistant	Campbell School
Lori Bzdek	Administrative Assistant	Moss School

B. FINANCE**1. Budget Transfers**

Move to approve a budget transfer as of April 30, 2006.

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

Move approval of the Treasurer of School Monies' Reports, Board Secretary's Reports as of March 31, 2006 and April 30, 2006.

3. Payment of Billsa) 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, 2006 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.

4. Collaborative Service Agreement

Move to approve a Collaborative Services Agreement with the Middlesex Regional Services Commission for the 2006-2007 school year.

5. Renewal of 2004-2005 School Year Bids

Move to approve the awarding the following renewals for the period of July 1, 2006 through June 30, 2007, as follows:

- a. **Plumbing, Maintenance, and Repair Work** to Magic Touch Construction company of Keyport, NJ: labor at \$96.40/hour; 10% estimated mark up on parts. (No increase in price from last year.)
- b. **Elevator Maintenance and Repair Work** to Arrow Elevator, Inc. of Vernon, NJ: service at \$290/month. (\$40/month increase in price from previous school year.)
- c. **Custodial Supplies** to Supply King, Inc. of Neptune, NJ: for catalog purchases of janitorial supply items at 0% discount. (No increase in price from previous school year.)
- d. **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	\$1,200.00

(\$100/category increase from previous school year.)

- e. **Printing Needs** to Alphagraphics of Edison, NJ for all general printing needs. (Increase of 3% from previous school year.)

6. **Renewal of 2005-2006 School Year Bids**

Move to approve the awarding the following renewals for the period of July 1, 2006 through June 30, 2007, as follows:

- a. **Toner Cartridges** (inkjet printers) to O.P.G. Industries of Brooklyn, NY. (No increase in price from last year.)
- b. **Toner Cartridges** (laser jet printers and fax machines) to American Toner Products, Inc. of Harriman, NY. (No increase in price from previous year.)
- c. **Office Supplies** to New Concept Office Supplies of Midland Park, NJ. 0.88% increase from previous school year.
- d. **Maintenance Supplies** to Grainger Inc. of Paramus, NJ for catalog purchases of all maintenance supply items at 0% discount. (No price increase from previous school year.)

7. **Renewal of Athletic Busing**

Move approval of awarding Shamrock Stage Coach of Keyport, NJ all athletic busing for the period of July 1, 2006 to June 30, 2007 as follows:

4 hours	\$195.00
5 hours	\$205.00
one way shuttle	\$215.00

\$5.00 per trip increase from previous school year.

8. **Contract – Internet Provider**

Move approval of the firm ZUMU Software to provide services as district web host at an annual rate of \$1,500 from July 1, 2006 through June 30, 2007. (No increase from previous year.)

9. **Joint Transportation Agreement**

Move approval of joint transportation agreements for the 2006-2007 school year with Middlesex Regional Educational Services

Commission, Somerset County Educational Services Commission, Union County Educational Services Commission, Edison Board of Education, South Brunswick Board of Education, and South Plainfield Board of Education.

10. Pest Control Agent

Move to appoint Bowco Laboratories as the pest control agent for all district periodic inspections, consistent with the Integrated Pest Management Plan, at a monthly rate of \$210.00 from July 1, 2006 through June 30, 2007.

11. Establishment of Petty Cash Funds for the 2006-2007 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
Michael Clarke	Director, Adult School	\$50.00

12. Middlesex County Arts High & Middle School

Move participation during the 2006-2007 school year in:

- a) a 14 week Middlesex County Arts High School program (grades 9 – 12) at \$665 per student, including round-trip transportation.
- b) a 12 week Middle School of the Arts program (grades 6,7,and 8) at \$640 per student, including round-trip transportation.

C. POLICY

1. 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.*

2. Policy on Class Rank

There will be a first reading of the district's policy on Class Rank (#5430).

XI. Meeting Open to Public

XII. Adjournment