

**THE PUBLIC SCHOOLS
METUCHEN, NEW JERSEY**

AMENDED Business Meeting Agenda

of the Metuchen Board of Education

Tuesday, July 19, 2011

VI. Meeting Open to the Public

VII. Correspondence

June 21, 2011

State of NJ, Department of Education
Memo from Bari Erlichson, Director, Office of
Education Data, Re: Report Card Collection

June 22, 2011

State of NJ, Department of Education
Memo from Patricia C. Scott, Acting Director, Office
of Fiscal Policy and Planning presenting the Audit
Program 2009-2010 and the State Aid Grant
Compliance Supplement 2009-2010.

July 5, 2011

State of New Jersey, Department of Education
Announcement of NJSMART Submission Deadlines
and Training

July 6, 2011

State of NJ, School Ethics Commission
Filing of 2011 Personal/Relative and Financial
Disclosure Statements

July 6, 2011

State of NJ, Department of Education
Memo from Janet Hawk, Coordinator, School Nutrition
Program, Re: Important Changes to the Direct
Certification Program

VIII. Reports

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

IX. Recommendations of the Superintendent of Schools

A. PERSONNEL

1. Retirement- Certified Staff

WHEREAS, Theresa J. Polifrone-Sinatra joined the Metuchen Public Schools in January of 1991 as Director of Special Services; and

WHEREAS, in November of 1996, Theresa J. Polifrone-Sinatra was given the additional responsibilities of School Business Administrator; and

WHEREAS, in July of 1997, Theresa J. Polifrone-Sinatra was appointed Assistant Superintendent for Business and Special Services; and

WHEREAS in September of 1999, Theresa J. Polifrone-Sinatra was appointed as Acting Superintendent, and

WHEREAS, in July of 2000, Theresa J. Polifrone-Sinatra was appointed as Superintendent of the Metuchen Public Schools; and

WHEREAS, Theresa J. Polifrone-Sinatra always showed a commitment and passion for her work, introduced computer technology into the schools, restructured the administration, established a five-year curriculum review cycle, produced a user-friendly review of the school district's budget process which resulted in the passage of fourteen consecutive annual school budgets and two referenda for building and site improvements at the high school and elementary schools. She demonstrated her ability to operate every day as a cheerful, optimistic, consummate professional and problem solver in the best interest of serving the students and the Metuchen Public Schools; and

WHEREAS, in retirement, Theresa J. Polifrone-Sinatra intends to spend more time with her husband Frank both at their home and traveling. She will increase her volunteer work and have the opportunity to pursue her many hobbies which include cooking, gardening, knitting, traveling, flower arranging, and reading;

WHEREAS, Theresa J. Polifrone-Sinatra has announced her retirement after twenty one years of dedicated service in the Metuchen Public Schools effective January 1, 2012;

NO W, THEREFO RE, BE IT RESO LVED that the Metuchen Board of Education hereby accepts with deep regret the retirement of Theresa J. Polifrone-Sinatra pursuant to the rules and regulations of the New Jersey Teachers' Pension and Annuity Fund effective January 1, 2012, acknowledging that Theresa J. Polifrone-Sinatra has provided in writing to the Board her resignation and intention to retire effective on the aforementioned date.

2. Rescission of Appointment – Certificated Staff

Move to rescind the appointment of Mark De Angelo as 5th Grade teacher at Edgar Middle School (June 14, 2011 Agenda item X. A-10).

3. Appointment – Certificated Staff

Move to approve Emily Presuto as 5th grade teacher at Edgar Middle School for the 2011-2012 school year, salary status 1-D -- \$47,738.

4. Long Term Substitute

Move to approve Erin Santasieni as a long-term substitute teacher at Edgar Middle School (for Karen Logan – 5th grade) from September 1, 2011 through November 4, 2011, salary status 1-A -- \$244.80 per diem.

5. Leave Replacement

Move to approve Majja Johnson as a leave replacement at Campbell School (for Jennifer Spak – 2nd grade) from September 1, 2011 through January 1, 2012, salary status 1-A -- \$45,288 pro rated.

6. Substitute Speech Language Specialist

Move to approve Laurie Walker as a substitute speech-language specialist (for Rosalie Abrams) until her return to work, not to exceed nine days), per diem of \$445.22 up to a maximum of \$4007.

7. Anti-Bullying Coordinator

Move to approve Judi Cheung as Anti-Bullying Coordinator for the 2011-2012 school year.

8. 6th Period Stipends

Move to approve 6th period stipends of \$5,100 during the 2011-2012 school year for the following:

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Campbell School	Kathy Keers-Node	Administrative Assistant
	Kathleen McKeown	Art
Edgar Middle School	Rick Carter	Physical Education
	Sue Ann Caruso	Physical Education
	Melanie Wansor	Health Education
	Christine DeSimone	General Music
	Kenneth Smith	Life Studies/ICE
	Laura McCadden	(1/4 stipend) Math 5-UL K Logan maternity leave
	Roseann Mosrahi	Instructional Technology Facilitator
	Virginia Wetzel	Virtual Field Trip Coordinator
	Anthony Hogrebe	Adaptive PE (1 period 2x/week)
Metuchen High School	Scott Gallagher	Virtual High School
	Bonnie Stanski	Food and Nutrition
	Leonard Szkodny	Woods 1
	Janis Lewandowski	Math
	James Thomas	Math
	Adam Levy	English
	Judi Cheung	Anti-Bullying Coordinator
	Thomas Lan (1/5)	Science (1 period 1x/week)
	Marie Seidel 3/5	Science (1 period 3x/week)
	Harvey Weinstock (2/5)	Science (1 period 2x/week)
	Steve Cicchetti (2/5)	Bridge Duty
	Traci Grauer	MHS Test Coordinator
	Patricia Glave	Technology
	Jonathan Stevens	Treasurer

9. Appointment – Paraprofessionals

Move to appoint the following as paraprofessionals for the 2011-2012 school year effective September 1, 2011 through June 30, 2012 at the rate of \$14.20/hr. Alan Ames, Lauren Anderson, and Farwa Zaidi.

10. Appointment – Substitute Custodians

Move to appoint the following as substitute custodians for the 2011-2012 school year effective July 1, 2011 through June 30, 2012 at the rate of \$10.00/hr.: Elizabeth Graham, Magdaline

Jean-Gilles, Eric Koch, Paul McCullen, Christopher Naughton,
and Kevin Zodi.

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 as of May 31, 2011.

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 June 30 and July 20, 2010 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. Budget Transfers

Move to approve budget transfers effective May 31, 2011

4. Use of Grant Monies

Move approval of salaries paid by grant monies *as shown on the attached sheet.*

5. NCIB Grant Amendment

Move to approve the NCIB Consolidated Grant Amendment for FY2010-2011 to reflect the carryover funds in the following amount:

Title II A	Teacher and Principal Training and Recruiting	\$4,757
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6. Resolution – Travel

Move approval of the attendance of Christine Donohue and Nancy Hanley at a workshop: "Instructional Models in the Education of Gifted Students" at Teachers College, Columbia

University from June 28 through July 1, 2011 at a cost not to exceed \$845 per person.

7. Resolution – Travel

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

8. Participation Agreement

Move to approve the participation of students in the Middlesex County Arts High School and the Middlesex County Arts Middle School with the total cost not to exceed \$33,000.

Grades 9 – 12	14 week program January through May	\$815 per student including transportation
Grades 6, 7, 8	12 week program February through May	\$800 per student including transportation

9. Contract – Virtual High School

Move to approve the renewal of a contract with VHS, Inc. for participation in the company's Virtual High School Program, for the 2011-2012 school year at the rate of \$450/per participant.

10. Revised Nonpublic Chapters 192-193 Agreement

Move to approve the revised Nonpublic Chapters 192-193 Agreement with MRESC (Middlesex Regional Educational Services).

11. Contract – NJSBA

Move to approve New Jersey School Boards Association to perform the Superintendent search process at a cost of \$15,000.

C. POLICY

1. Membership Resolution – NJSIAA

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

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.*

D. CURRICULUM

1. Textbook Purchases

Move to approve the following textbook purchases for the 2011-2012 school year:

<i>Spotlight on Music</i>	General Music – Campbell School
<i>Personal Finance Literacy</i>	Economics Course at MHS (as per NJDOE mandate)
<i>Environmental Science: Your World, Your Turn</i>	Ecology and Environmental Science at MHS

2. Professional Development Plan

Move to approve the district's Professional Development Plan for 2011-2012.

- X. Meeting Open to Public**
- XI. Announcements**
- XII. Adjournment**