

May 2, 2011

Organization Meeting/Regular Meeting of the Hillsborough Board of Education

Auten Road Intermediate School

The Hillsborough Township Board of Education will be conducting its organization/regular meeting concurrently at 7:30 p.m. on Monday, May 2, 2011, at the Auten Road Intermediate School cafeteria, 281 Auten Road. Action will be taken at this meeting.

Call to Order – Open Public Meeting Act – Roll Call - Pledge of Allegiance

In accordance with the State’s Sunshine Law of New Jersey, adequate notice of this meeting of the Hillsborough Township Board of Education was provided on April 28, 2011 to the Hillsborough Beacon and Courier News.

**Organization Meeting**

**A. School Board Results**

For membership to the board of education for three (3) years:

|                      | Dist #1 | Dist #2 | Dist #3 | Dist #4 | Dist #5 | Dist #6 | Dist #7 | Dist #8 | Millstone | Dist #1 | ABSENTEE | TOTAL |
|----------------------|---------|---------|---------|---------|---------|---------|---------|---------|-----------|---------|----------|-------|
| Marissa Sladek       | 106     | 108     | 98      | 84      | 40      | 81      | 77      | 100     |           | 16      | 50       | 760   |
| Frank Herbert        | 161     | 155     | 120     | 112     | 60      | 122     | 138     | 173     |           | 16      | 67       | 1124  |
| Judith. C. Haas      | 293     | 286     | 193     | 254     | 103     | 180     | 264     | 312     |           | 26      | 105      | 2016  |
| Jennifer Haley       | 198     | 216     | 144     | 177     | 64      | 135     | 163     | 190     |           | 18      | 52       | 1357  |
| David E. Wald        | 132     | 155     | 108     | 109     | 60      | 101     | 127     | 103     |           | 12      | 43       | 950   |
| Christopher Pulsifer | 212     | 228     | 169     | 168     | 91      | 153     | 223     | 244     |           | 13      | 77       | 1578  |

Resolved, that there should be raised for the General Fund \$78,212,946 for the ensuing school year 2011-2012:

|       | Dist #1 | Dist #2 | Dist #3 | Dist #4 | Dist #5 | Dist #6 | Dist #7 | Dist #8 | Millstone<br>Dist #1 | ABSENTEE | TOTAL |
|-------|---------|---------|---------|---------|---------|---------|---------|---------|----------------------|----------|-------|
| YES   | 315     | 334     | 220     | 292     | 122     | 195     | 281     | 321     | 23                   | 100      | 2203  |
| NO    | 151     | 168     | 145     | 87      | 61      | 155     | 136     | 168     | 23                   | 52       | 1146  |
| TOTAL | 466     | 502     | 365     | 379     | 183     | 350     | 417     | 489     | 46                   | 152      | 3349  |

**B. Board Oath**

Newly elected board members Judith C. Haas, Jennifer Haley, and Christopher Pulsifer, all of whom had signed and executed the state required oath for school board members, to be sworn into the board by Mr. Mahmoud.

**C. Roll Call**

**D. Election of Officers**

President

Vice President

**E. Designation of Signatories**

Authorize the following officials to sign checks for the accounts of the board of education as listed below:

General Operating

Board President or Vice President

Board Secretary/School Business Administrator or Assistant Board Secretary/Assistant School Business Administrator

Treasurer of School Moneys

**Payroll Account**

Treasurer of School Moneys

**Payroll Agency Account**

Treasurer of School Moneys

**Section 125 Account**

Board Secretary/School Business Administrator or Assistant Board Secretary/Assistant School Business Administrator

**High School Athletic Account**

Principal or Vice Principal

Board Secretary/School Business Administrator or Assistant Board Secretary/Assistant School Business Administrator

**Building Rental Account**

Board Secretary/School Business Administrator or Assistant Board Secretary/Assistant School Business Administrator

**Investments**

Board Secretary/School Business Administrator or Assistant Board Secretary/Assistant School Business Administrator

**F. Designation of Official Newspapers**

Designate the Hillsborough Beacon and the Courier News as the official newspapers of the board.

**G. Designation of Depositories for School Funds**

Designate the following depositories for school funds:

TD Bank, N.A.

PNC Bank

Bank of America

Amboy National Bank

Peapack Gladstone Bank

The Provident Bank

**H. Meeting Schedule**

Establish the regular meeting date on the third Monday of each month except in those cases where this date is a holiday and schools are closed. In those cases, the regular meeting will be held on the fourth Monday of the month. The meeting place will be the Auten Road Intermediate School cafeteria at 7:30 p.m.

**I. Board Auditors**

Appoint T.M. Vrabel and Associates, LLC. as Board Auditor for the 2011-12 school year to serve at the pleasure of the board.

**J. Board Attorney**

Appoint Stephen Fogarty of Fogarty & Hara as Board Attorney for the 2011-12 school year to serve at the pleasure of the board.

**K. Architect of Record**

Appoint Nam Kim Park as Architect of Record for the 2011-12 school year to serve at the pleasure of the board.

**L. School Physicians**

Appoint Your Doctors Care as School Physician for the 2011-12 school year to serve at the pleasure of the board. Salary: \$25,000.

Appoint Robert Cameron More, M.D., Doctor for Athletics, for the 2011-12 school year to serve at the pleasure of the board. Salary: \$3,000.

**M. Treasurer of Moneys**

Appoint Nancy Haberle as Treasurer of School Moneys for the 2011-12 school year to serve at the pleasure of the board. Salary: \$3,395

**N. Insurance Broker of Record**

Appoint G. R. Murray Insurance Co. for general insurance as brokers of record for the 2011-12 school year.

**O. School Warrants**

Authorize the Superintendent, Assistant Superintendent, School Business Administrator and Assistant School Business Administrator to sign school warrants.

**P. Board Policies**

Adopt existing board policies.

**Q. School District Curricula**

Adopt existing school district curricula as listed on **Attachment Q**.

**R. Field Trip Destinations**

Approve field trip destinations as listed on **Attachment R**.

**S. NJSIAA/Skyland Conference**

Adopt rules and regulations of NJSIAA and Skyland Conference.

**T. Affirmative Action Officer**

Appoint Lisa M. Antunes as the district's Affirmative Action Officer for the 2011-12 school year.

**U. Section 504 Officer**

Appoint Leonore Johnston as the district's section 504 officer for the 2011-12 school year.

**V. Liaison for Homeless Students**

Appoint Aiman Mahmoud as the district’s liaison for homeless students for the 2011-12 school year.

**W. Board Secretary**

Appoint Aiman Mahmoud as Board Secretary.

**X. Attendance Officer**

Appoint Jane Williams as district Attendance Officer.

**Y. Board Appointments**

Educational Services Commission Representative:

Somerset County School Boards Assoc. Delegate:

NJSBA Delegate:

**INFORMATIONAL**

Personnel:

Finance:

Facilities:

Curriculum:

Policy:

Special Projects:

Negotiations:

Communications:

Township Liaison:

Legislative Representative:

Municipal Alliance Rep.:

Joint Council Liaison:

**Additional Items**

**1. Superintendent’s Report**

- Children at Play ... Learning (CAP) Program Presentation (formerly referred to as the Full Day Kindergarten Program) by Dr. Lisa M. Antunes and Mr. Scott Rocco.
- Speech pathologists to present on speech and language augmentative communication devices.

## 2. Public Comment

New business from the public and board (maximum of 30 minutes). Those wishing to address the board regarding new business may do so at this time. However, the board typically will not address those issues at this time. Issues raised may be referred to the administration, board committee or placed on a future work session agenda, if warranted.

## 3. Comments from the Board/Public Regarding Action Agenda

## 4. Action Agenda

### A. Curriculum & Instruction

#### A-1 Motion to Approve the Children at Play (CAP) Learning Program

Motion to approve the Children at Play...Learning Program for September 2011 implementation. **Attachments A-1.1 – Business Plan, A-1.2 – Timeline**

### B. Personnel

The superintendent recommends that the board of education approve the personnel agenda as follows:

#### B-1 Motion to Approve Retirements and Resignations

##### Retirements

Benton, Christine, Hillsborough Middle School, Social Studies teacher, retirement effective July 1, 2011. Dates of employment September 1, 1988 through July 1, 2011.

Casey, Josephine, Hillsborough High School, 10 month secretary, retirement effective July 1, 2011. Dates of employment September 1, 2000 through July 1, 2011.

Rodker, Patricia, Sunnymead School, clerical assistant/4 hours/day, retirement effective July 1, 2011. Dates of employment May 7, 1990 through July 1, 2011.

##### Resignations

Caparoso, Anthony, Woodfern School, Principal, resignation effective June 30, 2011. Dates of employment July 15, 2008 through June 30, 2011.

#### B-2 Motion to Approve Leaves of Absence

##### Leaves of Absence

Susan LaMastro, Hillsborough Middle School, instructional assistant, disability/FMLA effective April 26, 2011 through June 22, 2011.

#### B-3 Motion to Approve Revised Leaves of Absence

##### Revised Leaves of Absence

Binkley, Michele, Amsterdam School, Special Education teacher, from disability/FMLA effective February 28, 2011 through June 3, 2011 to disability/FMLA effective February 28, 2011 through June 30, 2011.

Monillas, Olivia, Hillsborough Middle School, French teacher, from disability leave of absence effective March 25, 2011 through April 15, 2011 to disability/FMLA effective March 25, 2011 through April 29, 2011.

Silver, Lisa, Amsterdam School, Grade 2 teacher, from disability/FMLA/CCLOA effective May 13, 2011 through June 30, 2012 to disability/FMLA/CCLOA effective March 31, 2011 through June 30, 2012.

**B-4 Motion to Approve Revised Long Term Substitutes**

**Revised Long Term Substitutes**

Jones, Kristen, Amsterdam School, .5 long term substitute special education replacing Michele Binkley (LOA) from effective February 28, 2011 through June 3, 2011 to effective February 28, 2011 through June 30, 2011. Salary \$50,300 Pro Rated BA Step 1

Schleimer, Marissa, .5 long term substitute special education replacing Michele Binkley (LOA) from effective February 28, 2011 through June 3, 2011 to effective February 28, 2011 through June 30, 2011. Salary \$50,300 Pro Rated BA Step 1

**B-5 Motion to Approve Appointments**

Approve appointments of the following personnel for the 2010-2011 school year. The appointment of those marked with an (\*) will be contingent upon approval as per N.J.S.A. 18A:6-7.2 et. Seq.

**Long Term Substitute**

Porta, Richard, Hillsborough High School, long term substitute Health & Physical Education, replacing Cassandra Fisher (LOA) effective April 26, 2011 through June 17, 2011. **(Attachment B-5)**

**Coaches**

McCann, Larissa, Hillsborough Middle School, volunteer softball coach effective May 3, 2011 through June 30, 2011. Salary N/A

Spencer, Larry, Hillsborough Middle School, volunteer girls lacrosse coach effective May 3, 2011 through June 30, 2011. Salary N/A

**Mentor**

| <b>Mentor</b> | <b>Mentee</b>   | <b>Assignment</b> | <b>School</b> |
|---------------|-----------------|-------------------|---------------|
| Billey, Janet | Beers, Kimberly | Chemistry – LTS   | High School   |

**B-6 Motion to Approve Substitutes**

**Substitute Teachers - \$80/day**

- Bisconti, Brett
- Eden, Eric
- Enos, Amanda
- Levin, Andrea

**Substitute Instructional Assistants - \$80/day**

- Bisconti, Brett
- Eden, Eric
- Enos, Amanda
- Levin, Andrea
- Nguyen, Cory
- Tolia, Jagruti

**Substitute Lunch Aide - \$7.90/hour**

- Hecht, Robin

**Substitute Custodian - \$9.35/hour**

- Fuentes, Isabell

**C. Finance**

The superintendent recommends that the board of education approve the finance agenda as follows:

**C-1 Motion to Approve Line Item Transfers**

Approve line item transfers as submitted. **(Attachment C-1)**

**D. Administrative**

The superintendent recommends that the board of education approve the administrative agenda as follows:

**D-1 Motion to Approve Professional Travel Related Expenses (Attachment D-1)**

**5. Old Business**

Old business from the public and board (maximum of 30 minutes). Those wishing to address the board regarding old business may do so at this time. However, the board typically will not address those issues at this time. Issues raised may be referred to the administration, board committee or placed on a future work session agenda, if warranted.

**6. Adjournment**