

REGULAR MEETING
OF THE
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION
February 26, 2007

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, February 26, 2007 at 7:30 p.m. in the cafeteria of the Auten Road Intermediate School in the School District.

In accordance with the State's Sunshine Law, adequate notice of this meeting was provided in the Board's annual meeting notice. This notice was also provided to the Hillsborough Beacon, Somerset Messenger Gazette, and Courier News newspapers on February 21, 2007. The notice is also posted in the Board of Education office and a copy has been sent to the Township Clerk and Township Public Library.

ROLL CALL

MEMBERS PRESENT: Judith C. Haas, David Kanaby, David T. Lin, Steven D. Paget, Edward Plaskon, Wolfgang Schneider, and Steven J. Sloan

MEMBERS ABSENT: Neil Hudes and Marc J. Rosenberg

ALSO PRESENT: Dr. Karen Lake, Superintendent of Schools, Dr. Lisa Antunes, Assistant Superintendent of Schools, Mr. Thomas M. Venanzi, Assistant Superintendent for Business/Board Secretary, and Mrs. Annette Wells, Assistant to School Business Administrator/Assistant Board Secretary

Approval of Minutes

A motion was made by Mr. Kanaby and seconded by Mr. Lin to approve the minutes of the executive session held on January 8, 2007.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Kanaby and seconded by Mr. Paget to approve the minutes of the work meeting held on January 8, 2007.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Kanaby and seconded by Mr. Sloan to approve the minutes of the executive session held on January 22, 2007.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Lin and seconded by Mr. Kanaby to approve the minutes of the regular meeting held on January 22, 2007.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Kanaby and seconded by Mr. Lin to approve the minutes of the executive meeting held on January 29, 2007.

Upon call of the question, the motion carried with six members voting in favor and Mr. Sloan abstaining.

A motion was made by Mr. Kanaby and seconded by Mr. Paget to approve the minutes of the public meeting held on January 29, 2007.

Upon call of the question, the motion carried with six members voting in favor and Mr. Sloan abstaining.

Correspondence

Correspondence was recognized from Matt Tevnan, Kevin and Mary Regan, and a petition was received from Hillsborough High School students.

Recognition/Awards

None

New Business

Matt Chernoff, high school math teacher and Robotics advisor, informed the public about the robotics team at the high school. He introduced Eric Chang, team captain, who further discussed the team and upcoming competitions. Eric also noted that this week is Technology Innovation Week. Bob Bianchini, representative from the team's executive sponsor, Johnson & Johnson, recognized the efforts of the teachers and robotics teams. Johnson & Johnson currently provides financial support in sponsoring two Hillsborough robotics teams and would like to expand next year into the middle school.

Superintendent's Report

Dr. Lake reported on the weekend's athletic events.

- John Mangini was the wrestling Region V winner at 160 lbs. Frank McLaughlin was the winner at 152 lbs. Both young men will be participating in the Tournament of Champions in Atlantic City.
- Taryn O'Connor took first place in the Meet of Champions in the shot put.
- The ice hockey team was the winner of the Van Cott Cup defeating Montclair Kimberly Academy 7-0.

Dr. Lake noted that the winter sports program will be acknowledged during one of the March board meetings.

Dr. Lake acknowledged the following teachers who were selected as recipients of the Governor's Teacher Recognition Program:

| School | Teacher's Name | Subject/Assignment |
|----------------------------|-------------------|-------------------------|
| Amsterdam School | Bethany Bossio | Grade 4 |
| Auten Road School | Amy Ossi | Math Content Specialist |
| Hillsborough Elementary | Maureen Ward | Grade 1 |
| Hillsborough High School | Leokadia Stanik | Art |
| Hillsborough Middle School | Laura Gainsborg | Literacy |
| Sunnymead School | Rosemarie Skavron | Grade 1 |
| Triangle School | Susan Fajen | Grade 4 |
| Woodfern School | Eileen deMatos | Transitional Primary |
| Woods Road School | Marge Rothblatt | Computer Resource |

Dr. Lake apprised the community of the following budget timetable:

| | |
|-------------|---|
| February 22 | (last Thursday) - Governor presented his budget address. |
| February 23 | Business administrators were apprised of 07/08 budget changes |
| February 26 | The district received state aid figures. |
| February 27 | Meeting scheduled for business officials. |
| March 1 | The district will present its preliminary budget. |
| March 12 | Adoption of the tentative budget. |
| March 26 | Public hearing and adoption of final budget. |

President Plaskon also added that the boys and girls track teams had participated in the Group Championships. The boys won the Central Jersey Group IV Championship.

President Plaskon also added that the boys and girls basketball teams were participating in the state tournament.

President Plaskon updated the public on the superintendent search. The personnel committee interviewed two search firms, NJSBA and Leadership Advantage on February 15. Due to the nature of the organization, NJSBA can not actively recruit. NJSBA's fee was \$15,000. Leadership Advantage, the company who assisted the district three years ago, had a fee of \$11,500. The personnel committee recommended Leadership Advantage for the superintendent search and requested approval at tonight's board meeting.

Leadership Advantage's schedule is as follows:

- Next 3 weeks - establish search criteria, get feedback from teachers, principals and public.
- Mid March to Mid April - recruitment process, postings with different associations and newspaper ads.

- Mid April to Mid May - list of candidates will be provided for board interview.
- By end of June - recommendation of candidate for Superintendent of Schools.

The board members discussed participation in the superintendent search by all members of the board, not just the personnel committee.

Mrs. Haas updated the public on the "Superintendent Search" page on the district website.

The board welcomed Kenneth Lin, our new student representative.

Time was allowed for comments and questions from the board and public on the superintendent's report.

Action Agenda

Public Comments

Chris Pulsifer, former board president and parent, expressed that he is saddened by Mr. Blackstone's retirement. He added that he felt privileged to work with Mr. Blackstone. He offered his heartfelt thanks and congratulations to Mr. Blackstone.

Dr. Lake discussed the process for filling the principal position. The district plans to have Mr. Blackstone's replacement in the district by his last day of July 31.

Eric Chang requested approval from the board for the Robotics team's trip to Brazil.

Ron Biegel, a representative from Johnson & Johnson, also expressed support of the team's trip to Brazil.

President Plaskon thanked Johnson & Johnson for supporting our robotics program.

Mrs. Haas acknowledged Jeff Gonzalez, high school English teacher, and wished him luck as he leaves Hillsborough.

The board requested more notice on overnight trips.

CURRICULUM & INSTRUCTION

A motion was made by Mr. Kanaby and seconded by Mr. Lin that the board of education approve the curriculum and instruction agenda as follows:

Approval of the following novels/texts:

| <u>Titles</u> | <u>Authors</u> | <u>Publisher</u> | <u>Date</u> | <u>Gr.</u> | <u>Subject</u> |
|---------------------------------------|-----------------|------------------|-------------|------------|----------------|
| <u>Milkweed</u> | Spinelli, J. | Laurel-Leaf | 2003 | 7 | Literacy |
| <u>Drums, Girls and Dangerous Pie</u> | Sonnenblick, J. | Scholastic | 2006 | 7 | Literacy |
| <u>Among the Impostors</u> | Haddix, M. | Aladdin | 2002 | 7 | Literacy |
| <u>Gathering Blue</u> | Lowery, L. | Laurel-Leaf | 2002 | 8 | Literacy |
| <u>Treasure Island</u> | Stevenson, R. | Signet | 1981 | 8 | Literacy |
| <u>The Red Badge of Courage</u> | Crane, S. | Aladdin | 1990 | 8 | Literacy |
| <u>An Inconvenient Truth</u> | Gore, A. | Rodale Press | 2006 | 10 | Science |

Approval of the following Curricula:

Grade 1 Social Studies - Revised
 Grade 2 Social Studies - Revised
 Grade 3 Social Studies - Revised
 Grade 4 Social Studies - Revised
 US I Social Studies - Grade 10 - Revised
 HS Social Studies Economics - Grade 11-12 - Revised
 Exploratory World Language Course - Grade 5-6 - New

Approval of Grant Applications

Approve the following grant applications:

Grant

| | |
|--|-----------------------------|
| Extraordinary Aid | <u>Amount</u> \$ 489,905 |
| Mix It Up Grants - Cultural Connections Festival at Middle School | 500 |

Upon call of the roll, the motion carried with a unanimous vote recorded.

PERSONNEL

A motion was made by Mr. Kanaby and seconded by Mr. Sloan that the board of education approve the personnel agenda as follows:

Retirements

Harold Blackstone, Principal, Auten Road Intermediate School, effective August 1, 2007. Mr. Blackstone has worked for the district for 31 years.

Resignations

Jeff Gonzalez, English Teacher, high school, effective June 30, 2007.

Suzanna McGee, .5 Computer Resource teacher, middle school, effective March 23, 2007.

Victoria Prato, Nurse/Bus Aide, effective January 31, 2007.

Leaves of Absence

Aimee Castellano, Math Teacher, middle school, disability/family leave of absence effective April 10, 2007 through June 30, 2007.

Shari Chappell, Guidance Counselor, high school, disability/family leave/child care leave of absence effective March 30, 2007 through June 30, 2008.

Katie Chicalace, Social Worker, high school, disability/family leave of absence effective March 26, 2007 through June 30, 2007.

Lucy Nicastro, science teacher, middle school, family leave of absence effective February 5, 2007 through May 4, 2007.

Transfer/Change in Assignment

Jan Dziwak from custodian high school to custodian Hillsborough Elementary School effective February 27, 2007 through June 30, 2007 replacing Wendy Kolodziej (promoted to head custodian at HES).

Barbara Wilson, from Instructional Assistant high school to Instructional Assistant Triangle School effective February 1, 2007 through June 30, 2007.

Appointments 2006-2007

Approve the appointment of the following personnel for the 2006-2007 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.

Teacher

MaryBeth Jordan, .5 Special Ed/Preschool teacher Woods Road School effective February 27, 2007 through June 30, 2007 new position.
SALARY: \$53,758 PRO RATED BA Step 11

Jeffrey Panzarella, Health & Physical Education teacher middle school effective January 2, 2007 through June 30, 2007 replacing John Ciccarone (in district promotion).
SALARY: \$43,478 PRO RATED BA Step 1

Instructional Assistant

Julie Kuhn, Instructional Assistant Woods Road School effective February 5, 2007 through June 30, 2007 new position.

SALARY: \$22,826 PRO RATED Step 1

Lisa Visco, .5 Instructional Assistant Woods Road School effective March 12, 2007 through June 30, 2007 new position.

SALARY: \$22,826 PRO RATED Step 1

Nurse/Bus Aide

Connie Niper, Nurse/Bus Aide effective March 22, 2007 through June 30, 2007 replacing Victoria Prato (resigned).

SALARY: \$34/per hour

Long Term Substitute

Maria Christodoulides, long term substitute science teacher, middle school effective February 5, 2007 through May 4, 2007 replacing Lucy Nicastro (leave of absence).

SALARY: \$43,478 PRO RATED BA Step 1

Andrew Heiser, long term substitute grade 6 teacher, Auten Road School effective February 5, 2007 through May 25, 2007 replacing Patricia Walsh (leave of absence).

SALARY: \$43,478 PRO RATED BA Step 1

Coaches

Don Adams, assistant coach boys spring track, high school effective 2006-2007 coaching season replacing Peter Jankowicz (resigned).

STIPEND: \$5,286 Step 1

David DeWolfe, head coach boys spring track, high school effective 2006-2007 coaching season replacing Seth Canata.

STIPEND: \$8,135 Step 1

Frank Quadrino, volunteer baseball coach, high school effective 2006-2007 coaching season.

STIPEND: N/A

Senior Systems Engineer

Kevin Rodgers, Senior Systems Engineer, effective March 14, 2007 through June 30, 2007, new position.

SALARY: \$82,000 PRO-RATED

Substitute Bus Aide - \$17.44/hr

Elizabeth Chong

Substitute Teacher - \$80/day

Steven Cohen
Corin Glowacki
Michelle Langer
Amy Miele
Ryan Tigera

Substitute Secretary - \$10.25/hr

Sharon Slinsky

Intern

Donald Pellechia, Rider University, Internship, School Psychologist, Hillsborough Township Public Schools effective September 14, 2006 through May 11, 2007.

Intramural Advisor - Amsterdam School - Stipend

AnnMarie Pahoulis effective 2006-2007 school year replacing Fred Keiper (resigned from advisor position).
STIPEND: \$1,021

Mentors

Mentee

Frank Puzycki
Maria Christodoulides
Nicole Alexander
Amy Hoffman
Jeff Panzarella

Mentor

Cathy Zavacki
Toby Casagrande
Kathy Fogle
Sandi Smith
Regina Kay

Group Changes

Approve group changes for personnel listed on *Schedule A*, effective February 1, 2007 through June 30, 2007.

Upon call of the roll, the motion carried with a unanimous vote recorded.

FINANCE

A motion was made by Mr. Kanaby and seconded by Mr. Lin that the board of education approve the finance agenda as follows:

Acceptance of Monthly Financial Reports

Accept the monthly financial reports of the Assistant Superintendent for Business/Board Secretary and the Treasurer of School Moneys for the month of January 31, 2007 and in compliance with N.J.A.C. 6:20-2.13 (e) that the Board of Education certify that no major account or

fund has been overexpended and that as of this report sufficient funds are available to meet the district's financial obligation for the remainder of this fiscal year.

Approval of Monthly Bills

Approve the monthly bills as reviewed by the finance committee as follows:

General Operating \$9,170,067.88

Line Item Transfers

Approve the following line item transfers in the 2006-07 general fund budget:

FROM:

| ACCOUNT NUMBER | DESCRIPTION | AMOUNT |
|----------------------|------------------------------|--------|
| 11-000-100-566-00-00 | Tuition-Priv Sch Handicap-NJ | 56,700 |
| 11-214-100-101-08-00 | Autistic-WR Teacher Sal | 9,131 |
| 11-190-100-610-01-06 | Inst Supp-HHS Art | 681 |
| 11-190-100-610-01-22 | Inst Supp-HHS Ind Arts | 243 |
| 11-402-100-600-01-00 | Athletics-HHS Supplies | 992 |
| | | 67,747 |

TO:

| ACCOUNT NUMBER | DESCRIPTION | AMOUNT |
|----------------------|-------------------------------------|--------|
| 11-000-100-567-00-00 | Tuition-Priv Sch Handicap Out of St | 56,700 |
| 11-214-100-106-08-00 | Autistic-WR Instructional Asst Sal | 9,131 |
| 11-000-221-600-09-11 | Improv of Inst-Computer Supplies | 1,916 |
| | | 67,747 |

Annual School Election Calendar

Approve the following annual school election calendar for the April 17, 2007 school election as follows:

1. Nominating petitions must be filed with the board secretary on or before 4:00 p.m. of the 50th day before the date of the election (February 26, 2007)
2. Establish March 5, 2007 as the last day for a candidate to withdraw his/her name from the ballot. The candidate must submit a signed notice in writing to the board secretary.
3. Authorize the board secretary to conduct the drawing for position on the ballot on March 7, 2007 at 10:00 a.m. in the board of education office. Establish March 9, 2007 as the last day for the board secretary to certify results of the drawing to the County Clerk.
4. Authorize the board secretary to place the required advertisement regarding the budget statement and the public hearing on the budget

in the March 22, 2007 issue of the Hillsborough Beacon and the Courier News.

5. Hold the public hearing on the 2007-08 budget on March 26, 2007, at 7:30 p.m. in the Auten Road Intermediate School cafeteria.
6. Adopt the 2007-08 budget as a special public meeting held on March 26, 2007.
7. Designate the following buildings for posting election notices on April 5, 2007:

Amsterdam Elementary School, 301 Amsterdam Road
Auten Road Intermediate School, 281 Auten Road
Hillsborough Elementary School, 435 Route 206
Woodfern Elementary School, 425 Woodfern Road
Triangle Elementary School, 156 So. Triangle Road
Sunnymead Elementary School, 55 Sunnymead Road
Woods Road Elementary School, 401 So. Woods Road
Middle School, 260 Triangle Road
High School, 466 Raider Blvd.
Municipal Building, 379 South Branch Road
Hillsborough Fire Company #1, Equator Ave.
Hillsborough Fire Company #2, Route 206
Hillsborough Fire Company #3, Woods Road
Shop Rite, Route 206
Stop & Shop, Route 206

8. Designate the polling hours for the April 17, 2007 election to be from 2:00 p.m. to 9:00 p.m. and as long as may be necessary to permit those persons present at the designated closing time to cast their ballots.

Upon call of the roll, the motion carried with a unanimous vote recorded.

ADMINISTRATIVE

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve the administrative agenda as follows:

Approve the District Professional Development Plan for 2007-2008

Approve the District Professional Development Plan for 2007-2008.

Non-Public Services Agreements

Approve the agreements with the Somerset County Educational Services Commission for the providing of non-public instructional services for Chapters 192 and 193 and non-public nursing services for Chapter 226 for the period July 1, 2007 through June 30, 2012 in accordance with the agreements on file in the office of the Assistant Superintendent for Business/Board Secretary.

Acceptance of Donation

Accept the following donation:

| <u>DONOR</u> | <u>DESCRIPTION</u> |
|--------------|--|
| Steven Sloan | 9000 btu Emerson Quiet Kool Air Conditioning Unit |

Approval of Consulting Firm for Superintendent Search

Approval of Leadership Advantage to conduct superintendent search in the amount of \$11,500.

Resolution Regarding Facility Projects in the 2007-08 Budget

Approve the following resolution regarding projects in the 2007-08 budget:

WHEREAS, the Hillsborough Board of Education approved a contract for professional architectural services with Nam Kim Park for the development of plans and specifications for various facility projects to be included in the 2007-08 Budget; and

WHEREAS, these various facility projects are required to be submitted to the State Department of Education; and

WHEREAS, these various facility projects will be totally funded through local sources since these are considered to be other capital projects; and

WHEREAS, it is necessary to approve an amendment to the district's long-range facility plan;

NOW, THEREFORE BE IT RESOLVED that the Hillsborough Board of Education approves the submission of the following other capital projects not eligible for State funding and as an amendment to the district's long-range facility plan:

| <u>SCHOOL</u> | <u>STATE PROJECT NO.</u> |
|---|--------------------------|
| Hillsborough High School Gym Partition Replacement in Old Gym | 2170-030-07-100 |
| Hillsborough Middle School Gym Partition and Basketball Backstop Replacement Ventilation Replacement in Two Industrial Shops | 2170-035-07-1000 |

Sunnymead Elementary School 2170-060-07-1000
 Classroom Sinks/Cabinets/Coat Room Doors
 Replacement
 Parking Lot Repaving

Triangle Road School 2170-070-07-1000
 Classroom Sinks/Cabinets Replacement
 Coat Room Doors Replacement

Woodfern School 2170-080-07-1000
 HVAC Control Replacement

Woods Road School 2170-085-07-1000
 HVAC Installation in CST/Guidance Office
 Classroom Sinks/Toilet Fixtures & Finishes
 Replacement

Upon call of the roll, the motion carried with a unanimous vote recorded.

Approve the Overnight Trips as Listed

A motion was made by Mr. Paget and seconded by Mr. Kanaby to approve the following overnight trips:

| School | Group/Team | Destination | Dates | Schedule |
|--------|-------------------|---|-------------------------|----------|
| HHS | Swim Team | Gloucester County Inst. of Tech. Deptford, NJ | 3/2/07 - 3/4/07 | <u>B</u> |
| HHS | Wrestling Team | State Wrestling Tournament Atlantic City, NJ | 3/2/07 - 3/4/07 | <u>C</u> |
| HHS | Robotics | Sao Paulo, Brazil | 3/7/07 - 3/11/07 | <u>D</u> |
| HMS | Team 7C | Fairview Lakes YMCA Fairview Lakes, NJ | 3/30/07 - 3/31/07 | <u>E</u> |

Upon call of the roll, the motion carried with a unanimous vote recorded.

Approve the Professional Travel Related Expenses as Listed

A motion was made by Mr. Kanaby and seconded by Mr. Sloan to approve the professional travel related expenses as listed on Schedule F.

Upon call of the roll, the motion carried with a unanimous vote recorded.

INFORMATIONAL

Emergency drills were held during the month of January as follows:

| School | Dates | Times |
|----------------------------|------------------|----------------------|
| Amsterdam Elementary | January 10, 2007 | 1 minute |
| | January 12, 2007 | 1 minute |
| Auten Road Elementary | January 3, 2007 | 2 minutes 30 seconds |
| | January 5, 2007 | 2 minutes 30 seconds |
| Hillsborough Elementary | January 10, 2007 | 1 minute 45 seconds |
| | January 23, 2007 | 1 minute 5 seconds |
| Sunnymead Elementary | January 11, 2007 | 1 minute 22 seconds |
| | January 25, 2007 | 1 minute 11 seconds |
| Triangle Elementary | January 4, 2007 | 1 minute 43 seconds |
| | January 12, 2007 | 1 minute 29 seconds |
| Woodfern Elementary | January 4, 2007 | 1 minute 15 seconds |
| | January 24, 2007 | 1 minute 28 seconds |
| Woods Road Elementary | January 3, 2007 | 2 minutes 49 seconds |
| | January 4, 2007 | 2 minutes 57 seconds |
| Hillsborough Middle School | January 3, 2007 | 2 minutes 10 seconds |
| | January 8, 2007 | 2 minutes 15 seconds |
| Hillsborough High School | January 23, 2007 | 2 minutes 30 seconds |
| | January 30, 2007 | 2 minutes 30 seconds |

Suspensions for the month of January:

Hillsborough High School - 19
 Hillsborough Middle School - 6
 Auten Road Intermediate - 7
 Elementary - 3 (2 HES - 1 Woodfern)

Old Business

Mr. Sloan requested an update on the writing lab program at the high school. Mr. Schneider announced that the committee will discuss the program at the curriculum committee meeting on Thursday. Dr. Antunes explained that the proposal was for a writing center and one teacher pending approval of the proposed budget.

Mr. Sloan asked about the meeting with recreation department and questioned the participation with Camp HEART.

Dr. Lake explained that the program will exist with some modifications. The director of recreation will meet with Leonore Johnston, supervisor of special services, to modify the program to best meet the needs of the students.

Mr. Schneider requested an update on budget issues pertaining to State aid and legislation.

Dr. Lake briefed the board on the budget. Mr. Venanzi noted that the district received a 3% increase in the general fund state aid, totaling \$609,000.

Chris Pulsifer commented on the change in the science sequence. He stated that some students were being "squeezed" by the new sequence and were forced to make difficult choices. He asked if there was an opportunity for students to meet the Geophysical science requirement and allow them not to lose an elective.

Dr. Lake will meet with parents, Dr. Antunes and Kim Feltre, district science supervisor, to look at possible solutions given the fact that so many concerns have been raised.

Debbie Lamont echoed Mr. Pulsifer's comments and expressed her own concerns for the new science sequence. Honor students will have met 75% of the Geophysical science curriculum just by following the original science path.

Announcements by the President

President Plaskon announced that a special meeting will be held on Thursday, March 1, at 7:30 for the presentation of the 2007/08 budget.

Adjournment

A motion was made by Mr. Paget and seconded by Mr. Sloan to adjourn the meeting at 9:13 p.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Thomas M. Venanzi
Assistant Superintendent for Business/
Board Secretary