

Hillsborough Township Public Schools
Hillsborough, New Jersey

Work/Regular Public Meeting

Monday, August 16, 2010

ACTION AGENDA

I. CURRICULUM & INSTRUCTION

The superintendent recommends that the board of education approve the curriculum and instruction agenda as follows:

- A. Approve the Hillsborough Township School District's Local Professional Development Plan for 2010-2011, which was accepted by the county, and kept on file in the office of the Assistant Superintendent for Curriculum and Instruction.

B. Approve the Submission of Grant Applications

Approve the submission of the following grant applications for the 2010-2011 school year:

Grant	Amount
IDEA Basic	\$1,590,842
IDEA Preschool	\$53,452

- C. Motion to Submit FY2011 NCLB grant application proposed program plan and budget in the amount of:

Title IA	\$217,314
Title IIA	\$124,379
Title IID	\$423
Title III	\$35,413
Title III Immigrant	\$25,602
TOTAL	\$403,131

- D. Motion to Submit FY2010 NCLB Amendment to bring forward carryover from FY2009 in the following amounts:

Title IA	\$45,653
Title IIA	\$1,688
Title III	\$30,286
Title IV	\$1,353
TOTAL	\$78,980

D. Approval of Use of Title I and Title III Money for Teacher Salaries

Approve the distribution of salaries for the 2010-11 NCLB Title 1 grant for teaching positions as follows:

<u>Name</u>	<u>School</u>	<u>Annual Salary</u>	<u>Percentage Charged to Title 1</u>	<u>Salary Charged to Title 1</u>
Hartmann, Janet	Auten	\$93,520	40.00%	\$37,408
Linton, Brenda	Auten	\$85,420	40.00%	\$34,168
Schwartz, Mary	Auten	\$87,520	40.00%	\$35,008
Stack, Beverly	Sunnymead	\$74,720	40.00%	\$29,888
Valenzano, Maggie	Sunnymead	\$78,920	40.00%	\$31,568

Approve the distribution of salaries for the 2010-2011 NCLB Title III grant for teaching position as follows:

<u>Name</u>	<u>School</u>	<u>Annual Salary</u>	<u>Percentage Charged to Title III</u>	<u>Salary Charged to Title III</u>
Susan Harrison	High School	\$81,020	31.00%	\$25,116.20

II. A. PERSONNEL

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

A. Retirements and Resignations

Name	Location	Position	Reason	Effective Date	Dates of Employment
Gallagher, Marie	Middle School	Spanish Teacher	Resignation	9/1/2010	9/1/2005 – 8/31/2010
Gerst, Stacy	High School	Literacy Teacher	Resignation	9/1/2010	9/1/2004 – 8/31/2010

B. Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
von Spreckelsen, Jessica	Triangle School	Special Ed./Resource Teacher	Disability/FMLA	10/25/2010 – 3/4/2011

C. Revised Leaves of Absence

Name	Location	Position	Type of Leave	From	To
Gardner, Lindy	Triangle School	Grade 1 Teacher	Disability/FMLA	11/11/2010 – 2/18/2011	10/11/2010 – 2/18/2011

D. Doctorate in Educational Studies - Stipend

Name	Location	Position	Effective	Stipend
Mullady, MaryAnn	Amsterdam School	Principal	9/1/2010	\$2,500

E. Revised ESY Program 2010

Name	Location	Position	Reason	Effective
Rimmler, Joanne	ESY - High School	.67 LLDM Teacher	Resignation	7/6/2010

F. Rescind Contract 2010 – 2011

Name	Location	Position	Effective
Romano, Cheryl	Triangle School	.5 Special Ed. Teacher	9/2/2010 – 6/30/2011
Smith, Ashley	Middle School	Long Term Substitute	9/2/2010 – 10/22/2010
Smith, Ashley	Middle School	Long Term Substitute	11/9/2010 – 3/29/2011

G. Contract Change 2010 – 2011

Name	Location	From	To	Replacing	Effective
Godin, Deirdre	High School	.417 English Teacher	Full Time English Teacher	Stacey Gerst (resigned)	9/2/2010 – 6/30/2011

Name	Location	From	To	Replacing	Effective
Gorka, Ursula	BOE/Sunnymead School	.5 Custodian	Full Time Custodian	Nora Reyes (in district transfer)	8/17/2010 – 6/30/2011

H. Transfer/Change in Appointment 2010-2011

Name	From	To	Position	Effective
Lewis, Loydes	High School	Middle School	Spanish Teacher (replacing M. Gallagher resigned)	9/2/2010 – 6/30/2011
Rossi, Lisa	Sunnymead School	Triangle School	.5 Instructional Assistant (increase in enrollment)	9/2/2010 – 6/30/2011

I. Reappointments 2010 – 2011

Name	Location	Position	Effective
Caputo, Gina	Auten Road Intermediate School	.5 Instructional Assistant	9/2/2010 – 6/30/2011
Chapuran, Maureen	Middle School	.5 Instructional Assistant	9/2/2010 – 6/30/2011
Gaughn, Cynthia	Triangle School	.5 Instructional Assistant	9/2/2010 – 6/30/2011
Impellizeri, Whitney	Woods Road School	.5 Special Education Teacher	9/2/2010 – 6/30/2011
Kuhn, Julie	Auten Road Intermediate School	.5 Instructional Assistant	9/2/2010 – 6/30/2011
Tolia, Jagruti	Middle School	.5 Instructional Assistant	9/2/2010 – 6/30/2011

J. Appointments 2010 – 2011

Approve the appointment 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.

Supervisor

Name	Location	Position	Replacing	Effective
Mingle, Matthew	District	Supervisor of Social Studies/REACH	Toby Kansagor (retired)	11/16/2010 – 6/30/2011 (or sooner if released by current district)

Teachers

Name	Location	Position	Replacing	Effective
Brown, Kristen	High School	Special Education Teacher	Kelly Guiton (resigned)	9/2/2010 – 6/30/2011
Cuaresma, Jenny	Hillsborough Elementary School	.5 Special Education Teacher	Thea Pallay (retired)	9/2/2010 – 6/30/2011
*Davis, Carole	Sunnymead School	Media Specialist	Meryl Holcombe (retired)	9/2/2010 – 6/30/2011
Koehler, Gregory	Middle School	Special Education Teacher	Melissa Basile (in district transfer)	9/2/2010 – 6/30/2011
Marks, Susan	Sunnymead School	ASI	Lisa Nawrotzki (deceased)	9/2/2010 – 6/30/2011
*Russo, Aldo	High School	.5 Special Education Teacher	Thea Pallay (retired)	9/2/2010 – 6/30/2011

Long Term Substitutes

Name	Location	Position	Replacing	Effective
Atlas, Maria	Triangle School	LTS – Special Ed.	Jessica von Spreckelsen (LOA)	10/25/2010 – 3/4/2011
Bright, Margaret	Auten Road Intermediate School	LTS – Instructional Assistant	Donna Biddulph (LOA)	9/2/2010 – 12/17/2010
Davis, Allison	Amsterdam School	LTS – Grade 2	Jill Hannum (LOA)	9/7/2010 – 10/29/2010
Klink, Michelle	Triangle School	LTS – Grade 1	Lindy Gardner (LOA)	10/11/2010 – 2/18/2011
*Moustakas, Nickolas	Auten Road Intermediate School	LTS – Health & PE	Anna Pino (LOA)	9/2/2010 – 1/11/2011
Patrizio, Christina	Middle School	LTS – Literacy	Susan Nami (LOA)	9/2/2010 – 10/22/2010
Patrizio, Christina	Middle School	LTS – Literacy	Jennifer Battista (LOA)	11/9/2010 – 3/29/2011
Postiglione, Elizabeth	Auten Road Intermediate School	LTS – Special Ed.	Maura Kraucheunas (LOA)	9/7/2010 – 11/24/2010
Richards, Ellen	Woods Road School	LTS – Kindergarten/ASI	Nancy Skillman (LOA)	9/2/2010 – 11/30/2010
Schleimer, Marissa	Woods Road School	LTS – Special Ed.	Bridget Cunnane (LOA)	9/2/2010 – 11/25/2010

Custodian

Name	Location	Position	Replacing	Effective
Pakosz, Andrzej	High School	Custodian	Nick Belgrado (in district transfer)	8/17/2010 – 6/30/2011

Instructional Assistant

Name	Location	Position	Replacing	Effective
Lavell, Melissa	Amsterdam School	.5 Instructional Assistant	Increase in enrollment	9/2/2010 – 6/30/2011

Lunch Aide

Name	Location	Position	Replacing	Effective
*Ganga, Michele	Hillsborough Elementary School	Lunch Aide – 1.58 hours/per day	N/A Schedule Alignment	9/7/2010 – 6/30/2011
Gray, Regina	Amsterdam School	Lunch Aide – 2 hrs/10 mins. per day	Geraldine Pickens (retired)	9/7/2010 – 6/30/2011

Coaches

Name	Location	Position	Replacing	Effective
Jackson, Samantha	High School	Asst. Volleyball Coach	Anna Pino (resigned)	2010 – 2011 Season
Morgan, Adele	High School	Asst. Swim Coach	Julie Ullmeyer (resigned)	2010 – 2011 Season

Co Curricular Advisors

Name	Location	Position	Effective
Dragani, David	High School	Habitat for Humanity Advisor	2010 – 2011 School Year
Fenster, Robert	High School	Stage Equipment Advisor	2010 – 2011 School Year
Fico, Melissa	High School	Tri-M National Music Honor Society Advisor	2010 – 2011 School Year
Jameson, Tracey	High School	Red Cross Club Advisor	2010 – 2011 School Year
Moran, Beth	High School	Guitar Club Advisor	2010 – 2011 School Year
Rad, Jaime	High School	Habitat for Humanity Advisor	2010 – 2011 School Year
Sobreyra, Cindy	High School	Spanish Honor Society Advisor	2010 – 2011 School Year
Solomon, Bernard	High School	Drama Club Advisor	2010 – 2011 School Year
Solomon, Bernard	High School	Fall Drama Club Advisor	2010 – 2011 School Year
Solomon, Bernard	High School	Spring Drama Club Advisor	2010 – 2011 School Year
Wight, Faith	High School	National Art Honor Society Advisor	2010 – 2011 School Year
Zavacki, Tim	High School	Environmental Team	2010 – 2011 School Year

Mentor

Mentor	Mentee
Davis, Allison	Silver, Lisa
DiBenedetto, Heather	Koehler, Gregory
Mastowski, Shirley	Fornelius, Jenna
Picca, Jodie	Moustakas, Nickolas
Whittle, Vickie	Seavey, Michele

Substitutes

Approve all substitutes for the 2010 – 2011 school year as listed on Schedule II-A.

K. Extended School Year Program 2010

Name	Location	Position	Effective
Bernhard, Ernie	High School	Bus Aide	7/6/2010 – 8/13/2010
Biddulph, Donna	High School	Bus Aide	7/6/2010 – 8/13/2010
Figard, Pam	High School	Substitute Teacher/ Instructional Asst.	7/6/2010 – 8/13/2010
Lavell, Melissa	High School	Substitute Teacher/ Instructional Asst.	7/6/2010 – 8/13/2010
Mekler, Danielle	High School	Bus Aide	7/6/2010 – 8/13/2010
Mekler, Melissa	High School	Substitute Teacher/ Instructional Asst.	7/6/2010 – 8/13/2010
Shimalla, Brittany	High School	.67 LLDM Teacher	7/6/2010 – 8/13/2010

Name	Location	Position	Effective
Taylor, Nichele	High School	Bus Aide	7/6/2010 – 8/13/2010

L. Summer Work 2010

Name	Location	Position	No. of Days/Hours
Gorski, Patricia	Middle School	Computer Resource	40 hours
Horinko, Debbie	High School	Clerical Assistant	126 hours
Leffler, Carla	Auten Road Intermediate	Computer Resource	56 hours
Leone, Marilyn	Middle School	Computer Resource	48 hours
Rothblatt, Margaret	Woods Road School	Computer Resource	64 hours
Smart, James	Auten Road Intermediate	Computer Resource	40 hours
Thomas, Diane	Triangle School	Computer Resource	56 hours
Wolff, Lynne	Curriculum Office	Secretary	16 hours
Zomorrodian, Dawn	Hillsborough Elementary	Computer Resource	64 hours

M. Group Changes 2010 - 2011

Approve all group changes effective September 1, 2010 as listed on Schedule II-B.

N. Renewal of Administrators' Employment Agreements

Approve the renewal of employment agreements with Lisa M. Antunes, Assistant Superintendent for Curriculum & Instruction; Scott Rocco, Assistant Superintendent for Personnel; and Aiman A. Mahmoud, School Business Administrator/ Board Secretary, for the 2010-2011 school year as listed on Schedule II-C, Schedule II-D, Schedule II-E.

III. FINANCE

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

A. Acceptance of Monthly Financial Reports

Accept the monthly financial reports of School Business Administrator/Board Secretary and the Treasurer of School Moneys for the month of July 31, 2010 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.

B. Approval of Monthly Bills

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

General Operating: \$4,625,242.89

C. Approval of Line Item Transfers

In accordance with Policy #6422, the following line item transfers in the 2010-11 current expense budget were authorized by the superintendent on August 13, 2010 as submitted on *Schedule III-A*.

Ratify the action taken by the superintendent to approve the 2010-2011 line item transfers in the current expense budget.

Approve the following line item transfers in the 2010-11 as submitted on *Schedule III-A-1*.

D. Food Services Agreement

Approve the first year renewal contract/agreement for Food Service Program Management Services for the 2010-11 school year with Sodexo Management, Inc.

Management Fee: The District shall pay Sodexo a Management Fee in an amount equal to Fourteen and One Half Cents (\$.145) per Pattern Meal for the 2010-2011 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

Surplus Guarantee: Sodexo guarantees that District shall receive an annual financial return of One Hundred Twelve Thousand Dollars (\$112,000.00) for the 2010-2011 school year. If the annual financial return for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed one hundred percent (100%) of Sodexo's annual Management Fee Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis.

E. Joint Transportation Agreements

Approve the joint transportation agreement with Franklin Township Board of Education as submitted on *Schedule III-B*.

Approve the joint transportation agreement with Camden County Educational Services Commission as submitted on *Schedule III-C*.

F. Request for Local Taxes

Approve the following request for local taxes for the 2010-2011 school year from Millstone Borough:

Payment Date	Amount
August 15, 2010	\$198,843.20
November 15, 2010	\$198,813.36
February 15, 2011	\$198,828.30
May 15, 2011	\$198,828.30
Totals	\$795,313.16

Approve the following request for local taxes for the 2010-2011 school year from Hillsborough Township:

Amount of local taxes required for 2010-2011	75,884,046.00	
Amount required to 12/31/10 (50%)	37,942,023.00	
Amount required to 8/7/10 (20%)		
July 12, 2010	7,588,404.60	
August 9, 2010	7,588,404.60	
		22,765,213.80
Remaining Amount required to 12/9/10		5,691,303.45
September 9, 2010	5,691,303.45	
October 12, 2010	5,691,303.45	
November 11, 2010	5,691,303.45	
December 9, 2010	5,691,303.45	
Amount Required to 6/11/11 (50%)	37,942,023.00	
January 13, 2011	6,323,670.50	6,323,670.50
February 14, 2011	6,323,670.50	
March 14, 2011	6,323,670.50	
April 14, 2011	6,323,670.50	
May 12, 2011	6,323,670.50	
June 13, 2011	6,323,670.50	
	75,884,046.00	

G. Pupil Transportation Contracts

The following bids were received on August 12, 2010 for pupil transportation for the 2010-2011 school year:

	<u>ROUTE #</u>	<u>BARKER</u>	<u>FIRST STUDENT</u>	<u>JAMES HAGER</u>	<u>FRANK VALCHECK</u>	<u>MERCY</u>
INDIVIDUAL	AMS5	\$ 163.00	\$ 225.00	\$ 197.00	NO BID	\$154.00

	<u>ROUTE #</u>	<u>BARKER</u>	<u>FIRST STUDENT</u>	<u>JAMES HAGER</u>	<u>FRANK VALCHECK</u>	<u>MERCY</u>
INDIVIDUAL	HEK5	\$ 51.00	\$ 51.00	\$ 53.00	\$ 49.94	\$ 50.00
INDIVIDUAL	HS38	\$ 189.00	\$ 125.00	\$ 147.00	\$ 166.00	\$ 170.00
TIER	TS/TOPS	\$ 338.00	\$ 45,000.00	\$ 237.00	\$ 49,990.00	\$ 212.00
INDIVIDUAL	TS5	\$ 204.00	\$ 125.00	\$ 165.00	\$ 277.72	\$ 132.00
INDIVIDUAL	VTTOPS	\$ 134.00	\$ 125.00	\$ 72.00	\$ 111.06	\$ 80.00

Award the bid to Mercy Transportation for route AMS5 for its low bid of \$154.00 per diem.

Award the bid to Frank Valcheck for route HEK5 for its low bid of \$49.94 per diem.

Award the bid to First Student for route HS38 for its low bid of \$125 per diem.

Award the bid to Mercy Transportation for TIER TS/TOPS for its low bid of \$212.00 per diem.

IV. ADMINISTRATIVE

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

A. Approve the Professional Travel Related Expenses as Listed:

Approve the Professional Travel Related Expenses as listed on *Schedule IV-A*.

B. Policies

The policy committee has recommended the following policies be included for consideration for first reading as follows:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-B</i>	0155	Board Committees
<i>IV-C</i>	2430	Co-curricular Activities
<i>IV-D</i>	2436	Activity Participation Fee Program
<i>IV-E</i>	5111	Eligibility of Resident/Nonresident Pupils
<i>IV-F</i>	8420	Emergency and Crisis Situations

Remove from the table the motion to table the recommendation of the policy committee to include Policy #1240 – Evaluation of the Superintendent for second reading.

The policy committee has recommended the following policy be included for consideration for second reading as follows:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-G</i>	1240	Evaluation of the Superintendent

C. Approve Field Trip Destinations for the 2010-2011 School Year

Approve field trip destinations for the 2010-2011 school year as listed on *Schedule IV-H*.

D. Resolution to Approve Participation in Interscholastic Athletics

Resolution to approve student participation in interscholastic athletics in accordance with NJSA 18-A:46-13.1 as listed on *Schedule IV-I*.

E. Shared Services Agreement between Somerset County Educational Services Commission and the Hillsborough Board of Education

Approve the Shared Services Agreement between Somerset County Educational Services Commission and the Hillsborough Board of Education as submitted on *Schedule IV-J*.

F. Approve Resolution to Participate in Transportation Efficiency Study

Approve the resolution to participate in the shared services for special education transportation as outlined by the Somerset Executive County Superintendent using the services of the Somerset County Educational Services Commission as listed on *Schedule IV-K*.

G. Approve Out-of-District Placements for 2010-2011

Approve the out-of-district placements for the 2010-2011 school year as listed on *Schedule IV-L*.

H. Approve Placement into Hillsborough Principals' and Supervisors' Association

Approve the placement of Maria Szijj, high school mathematics 9-12 supervisor, into the Hillsborough Principals' and Supervisors' Association.

I. Professional Services Contract

Award a professional services contract to Prestige Environmental for engineering services not to exceed \$100,326 for the 2010-11 school year.

K. Approve Resolution to Participate in TEACH Program

Global Learning, Inc., is a non-profit educational organization that translates the world's growing interdependence into educational activities for teachers, students, librarians, and educational systems, from elementary school through college and in community settings. Authorize the superintendent to sign the resolution for participation in the TEACH program and agreements with Global Learning Inc. at no cost to the Board.

V. INFORMATIONAL

- A. Letter from Sodexo dated August 10, 2010 – Attachment 1
- B. Press Release regarding HES site dated August 11, 2010 – Attachment 2
- C. Press Release regarding district start of school dated August 13, 2010– Attachment 3
- D. Enrollment as of August 13, 2010 – Attachment 4
- E. Current newspaper articles – Attachment 5