REGULAR MEETING OF THE

HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION

October 18, 2010

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, October 18, 2010 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 <u>Hillsborough Beacon</u> and <u>Courier News</u> newspapers on October 14, 2010. 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: Gregory Gillette, Judith C. Haas, Neil Hudes, Thomas Kinst, Thuy

Anh Le, Steven D. Paget, Marc J. Rosenberg, Barbara Sargent, and

Wolfgang Schneider

MEMBERS ABSENT: None

ALSO PRESENT: Mr. Scott Rocco, Interim Superintendent of Schools, Dr. Lisa M.

Antunes, Assistant Superintendent for Curriculum and Instruction, and Mr. Aiman Mahmoud, School Business Administrator/Board

Secretary

Approval of Minutes

A motion was made by Dr. Sargent and seconded by Mrs. Le to approve the public meeting minutes from September 13, 2010.

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

A motion was made by Mr. Gillette and seconded by Mr. Schneider to approve the executive session meeting minutes from September 13, 2010.

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

A motion was made by Mr. Gillette and seconded by Dr. Sargent to approve the public session meeting minutes from September 20, 2010.

Upon call of the question, the motion carried with seven members voting in favor and Messrs. Hudes and Kinst abstaining.

A motion was made by Mrs. Le and seconded by Dr. Sargent to approve the executive session meeting minutes from September 20, 2010.

Upon call of the question, the motion carried with seven members voting in favor and Messrs. Hudes and Kinst abstaining.

Correspondence

None

Board Recognition/Awards

Mr. Rocco recognized the Auten Road Intermediate School advisory program "Circle of Power" (CPR) where students and staff work together toward building a stronger school community.

Mr. Rocco congratulated the Hillsborough Science PLC team for being awarded a \$9,400 grant from Rider University's connect ed program.

Mr. Rocco recognized students from Amsterdam Elementary School and Auten Road Intermediate School who participated in a "buddies for the birds" project which will be aired on New Jersey Network's classroom closeup.

Mr. Rocco also recognized Maria Delucia who was selected as the "Hillsborough Support Professional of the Year".

New Business

Barbara Parker announced that Maria Delucia has also been selected as the "Somerset County Educational Support Professional of the Year".

Superintendent's Report

Mr. Rocco thanked the approximately 100 staff members who attended the movie "Waiting for Superman" this afternoon and stated that the group will come together to have an open dialogue to discuss the film.

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

Public Hearing on Violence and Vandalism

Mr. Rocco presented the annual report of Violence and Vandalism for the 2009-10 school year. The report showed a comparison of the last two school years. He reported that the total number of unduplicated incidents decreased from 2008-09 to 2009-10.

Time was allowed for questions and comments from the board and public on the 2009-10 Violence and Vandalism report.

Several board members asked questions focusing on the decrease in incidents from 2008-09 to 2009-10.

Mr. Rocco stated that there are several factors that could contribute to the decrease including staff training and character education programs.

Public Input on the 2011-12 Budget

None

Action Agenda

Public Comments

None

CURRICULUM & INSTRUCTION

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

Approve the following revised curriculum:

Mathematics – Grade 8

Approval of Use of Title 1 Money for Teacher Salaries

Approve the revision of the distribution of salaries for the 2010-11 NCLB Title 1 grant for the teaching positions – retroactive from 9/01/10 - as follows:

			<u>Percentage</u>	<u>Salary</u>
		<u>Annual</u>	Charged	Charged
<u>Name</u>	<u>School</u>	<u>Salary</u>	to Title 1	to Title 1
Consalvo, Colleen	Woodfern	\$83,320	40.00%	\$33,328
DeFrancesco, Lynda	Woodfern	\$78,920	40.00%	\$31,568
Stack, Beverly	Sunnymead	\$74,720	40.00%	\$29,888
Valenzano, Maggie	Sunnymead	\$78,920	40.00%	\$31,568
Weber, Carolyn	Sunnymead	\$97,720	40.00%	\$39,088
·	•		TOTAL	\$165,440

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

PERSONNEL

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

Retirements and Resignations

Name	Location	Position	Reason	Effective Date	Dates of Employment
Spano, Elizabeth	Transportation	Bus Aide	Resigned	9/2/2010	11/18/2008 - 9/2/2010

Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Carella, Amelia	Middle School	Guidance Counselor	Disability/FMLA/CCLOA	12/13/2010 - 6/30/2011
Champion, Ilene	Woodfern School	Grade 3 Teacher	Disability/FMLA	2/15/2011 - 6/7/2011
Marable, Nancy	Middle School	Special Ed. Teacher	Disability/FMLA	10/13/2010 – 1/28/2011
McAvoy, Katie	Auten Road Intermediate	Grade 5 Teacher	Disability/FMLA	1/3/2011 - 5/4/2011
	School			

Revised Leaves of Absence

Name	Location	Position	Type of Leave	Effective From	Effective To
Battista, Jennifer	Middle School	Literacy Teacher	Disability /FMLA	11/9/2010 – 3/29/2011	10/25/2010 – 3/15/2011
Honigman, Laurie	Woods Road School	Special Ed. Teacher	Disability	9/2/2010 – 10/8/2010	9/2/2010 – 12/7/2010
Iorillo, Kristin	Middle School	Special Ed. Teacher	Disability/FMLA	9/20/2010 - 10/11/10	9/20/2010 – 12/23/2010

Revised Long Term Substitute

Name	Location	Position	Replacing	Effective	Salary
Daneshpour, Ozzie	Middle School	LTS-Special Ed.	Iorillo, Kristin	9/20/2010 – 12/23/2010	\$50,300 Pro Rated
					BA Step 1
Patrizio, Christina	Middle School	LTS-Literacy	Battista, Jennifer	10/25/2010 – 3/15/2011	\$50,300 Pro Rated
					BA Step 1

Reese, James	High School	LTS-Guidance	Chappell, Shari	10/25/2010 - 2/28/2011	\$50,300 Pro Rated
		Counselor			BA Step 1
Syvertsen, Amy	Woods Road	LTS-Special Ed.	Honigman,	9/2/2010 – 2/28/2011	\$50,300 Pro Rated
	School		Laurie		BA Step 1

Contract Change

Name	Location	From	То	Effective	Salary
Russo, Aldo	High School	.5 Special Ed. Teacher	Full Time Special Ed. Teacher	10/6/2010 – 6/30/2011	\$54,300 Pro Rated
					BA+15 STEP 5

Rescind Contract

Name	Location	Position	Effective	Salary
Chernoff, Matt	High School	Mentor	2010 - 2011	\$1,000
Szabo, Barbara	Middle School	Regional Intermediate Chorus Advisor	2010 – 2011	\$746

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.

<u>Teacher</u>

Name	Location	Position	Replacing	Effective	Salary
McManamon,	High School	Special Ed. Teacher	Enrollment	9/22/2010 -	\$61,620 Pro Rated
Daniel			Increase	6/30/2011	MA Step 9-10
Stough, Despene	Amsterdam School	.5 ESL Teacher	Enrollment	10/19/2010 -	\$61,620 Pro Rated
			Increase	6/30/2011	MA Step 9-10

Long Term Substitute

Name	Location	Position	Replacing	Effective	Salary
Andreski, Mindi	Auten Road	LTS – Grade 5	McAvoy, K.	1/3/2011 - 5/4/2011	\$50,300 Pro Rated
	Intermediate School		(LOA)		BA Step 1

Stanislaski, James	Middle School	LTS – Special Ed.	Marable, N.	10/18/2010 -	\$50,300 Pro Rated
			(LOA)	1/28/2011	BA Step 1

Instructional Assistant

Name	Location	Position	Replacing	Effective	Salary
Fingerhut, Deborah	Woods Road	.5 Instructional	Enrollment Increase	10/12/2010 -	\$28,995 Pro Rated
	School	Assistant		6/30/2011	Step 4

Bus Aide

Name	Location	Position	Replacing	Effective	Salary
Schleimer, Marilyn	Transportation	Bus Aide – 1	Enrollment Increase	9/27/2010 —	\$20.78/per hour
		hour/day		6/30/2011	
Van Cleef, Marissa	Transportation	Bus Aide – 3	Enrollment Increase	9/27/2010 –	\$20.78/per hour
		hours/day		6/30/2011	

Custodian

Name	Location	Position	Replacing	Effective	Salary
Sosnicki, Andrew	High School	Custodian	Malyhina, Halyna (in	10/19/2010 -	\$30,677 Pro Rated
			district transfer)	6/30/2011	Step 1

Coach

Name	Location	Position	Replacing	Effective	Salary
Gialera, Christina	High School	Volunteer Asst. Swim	N/A	2010 – 2011	N/A
		Coach			
Knapp, Edward	Middle School	Asst. Boys Basketball	Quimby, T. (resigned)	2010 – 2011	\$3,418 Step 2
		Coach			
Nawrotzki, Frank	Middle School	Asst. Girls Basketball	Rainey, J. (resigned)	2010-2011	\$3,318 Step 1
		Coach			

Co Curricular Advisor

Name	Location	Position	Replacing	Effective	Salary
Dudek, Jamie	High School	Sophomore Class Advisor	Croman, April	2010 - 2011	\$2,101
Fromme, Kim	High School	Food Bank Fridays Advisor	N/A	2010 – 2011	N/A
Pidany, Robin	High School	Scrapbooking Advisor	N/A	2010 – 2011	N/A

Substitutes

Teachers - \$80/day	Instructional Assistants -	Secretary - \$10.25/hour	Bus Aides - \$19.90/hour
	\$80/day		
Davis, Dana	Davis, Dana	Barnes, JoAnne	Deretchin, Dina
DeNapoli, Jadelyn	DeNapoli, Jadelyn		Kimmelman, Robin
Farley, Donald	Gemignani, Mary		
Gemignani, Mary	Kirsch, Elizabeth		
Kirsch, Elizabeth	Letts, Allissa		
Kohlenstein, Douglas	Martin, Melanie		
Letts, Allisa			
Melli, Lawrence			

Student Teachers

Name	University	Grade Level/ Subject Area	School	Effective	Cooperating
					Teacher
Lauren, Lillie	The College of New Jersey	Health & PE	Middle School	3/7/2011 – 4/29/2011	Rosenblum, Richard

Group Changes

								
Name	School	Step	From	To	Old Salary	New Salary	Difference	Effective
Cruz, Melanie	Woods Road	13	MA+30	MA+45	\$73,380	\$75,480	\$2,100	9/1/2010 -
								6/30/2011
Davis, Michael	Auten Road Intermediate	6	MA	MA+15	\$58,200	\$60,300	\$2,100	9/1/2010 -
								6/30/2011

Fromme, Kimberly	High School	6	BA	BA+15	\$54,000	\$55,400	\$1,400	9/1/2010 -
								6/30/2011
Green, Alyssa	Woods Road	7-8	MA	MA+15	\$59,300	\$61,400	\$2,100	9/1/2010 -
								6/30/2011
Refi, Richard	High School	15-20	MA+15	MA+30	\$76,820	\$78,920	\$2,100	9/1/2010 -
								6/30/2011
Schwartz, Marybeth	Auten Road	15-20 (L-2)	MA+45	MA+60	\$87,520	\$89,620	\$2,100	9/1/2010 -
								6/30/2011
Suk, Laurel	Hillsborough Elementary	15-20 (L-1)	MA	MA+15	\$78,220	\$80,320	\$2,100	9/1/2010 -
								6/30/2011

Extra Period Coverage

Name	Location	Position	Extra Coverage	Effective
Chiselko, Bernadette	High School	Math Teacher	1 Period (Base + 3.33%)	11/1/2010 - 11/24/2010
Dyer, Amy	High School	Math Teacher	1 Period (Base + 3.33%)	11/1/2010 - 11/24/2010
Hintz, Maggie	High School	Math Teacher	1 Period (Base + 3.33%)	11/1/2010 - 11/24/2010
McLean, Joe	Middle School	Industrial Tech. Teacher	1 Period (Base + 18%)	11/5/2010 – 2/1/2011
McLean, Joe	Middle School	Industrial Tech. Teacher	1 Period (Base + 18%)	4/6/2011 - 6/22/2011
Raff, Steve	High School	Math Teacher	1 Period (Base + 3.33%)	11/1/2010 - 11/24/2010
Redling, Debbie	Middle School	Family & CS Teacher	1 Period (Base + 18%)	11/15/2010 – 4/5/2011
Richens, Dana	High School	Math Teacher	1 Period (Base + 3.33%)	11/1/2010 - 11/24/2010
Robinson, Kathy	Middle School	Art Teacher	1 Period (Base +18%)	2/2/2011 - 6/22/2011

<u>Transportation Drivers and Aides 2010 – 2011</u>

Approve the contract change of all Transportation Drivers and Aides effective October 1, 2010 through June 30, 2011 as listed on Schedule II-A.

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

October 18, 2010

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

Acceptance of Monthly Financial Reports

Accept the monthly financial reports of the School Business Administrator/Board Secretary and the Treasurer of School Moneys for the month of September 30, 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 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: \$12,026,785.07

Approval of Line Item Transfers

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

Joint Transportation Agreement

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

Parent Transportation Contracts

Approve the following parent transportation contracts for the 2010-11 school year:

Route Number	<u>Destination</u>	<u>Parents</u>	Cost
CBNH	New Hope Academy	Thomas & Robin Beers	\$19.84 per diem
AWNH	New Hope Academy	Gary & Sherry Warga	\$19.84 per diem

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

ADMINISTRATIVE

Dr. Paget read aloud the Red Ribbon Proclamation and the "NIMS" resolution.

A motion was made by Mrs. Haas and seconded by Dr. Rosenberg that the board of education approve the administrative agenda as follows:

Approve the Professional Travel Related Expenses as Listed:

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

Policies

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

<u>Schedule</u>	Policy #	Policy Name
IV-B	2361	Acceptable Use for Using the Computer Network
IV-C	6111	Special Education Medicaid Initiative (SEMI) Program
IV-D	6660	Student Activity Fund
IV-E	7434	Smoking on School Grounds
IV-F	8461	Reporting Violence, Vandalism, and Alcohol and Other
		Drug Abuse

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

<u>Schedule</u>	Policy #	Policy Name
IV-G	5533	Pupil Smoking
IV-H	6360	Political Contributions
IV-I	6422	Budget Transfers

Approve the Uniform State Memorandum of Agreement

Approve the Uniform State Memorandum of Agreement – 2007 Revisions between the Hillsborough School District and law enforcement officials in accord with the N.J.A.C. 6A:16-6.2(b) 13 through 15 as kept on file in the office of the superintendent of schools.

Approve the 2009-2010 Violence and Vandalism Report

Approve the Hillsborough School District's Violence and Vandalism Report, 2009-2010, a copy of which is kept on file in the Office of the Superintendent of Schools.

Red Ribbon Week Proclamation of October

Approve the Red Ribbon Week Proclamation of October 25 – 29, 2010 as listed on *Schedule IV-I*

Approve Overnight Trip as Listed

School	Group/Team	Destination	Dates	Schedule
HHS	Band	USSBA National Championship	11/6/2010 -	IV-K
		Annapolis, MD	11/7/2010	
HHS	Model UN	Rutgers Model United Nations	11/11/2010	IV-L
		Competition	_	
		New Brunswick, NJ	11/14/2010	
HHS	Ski Club	Ramada Inn – Whiteface/Gore Mt.	1/14/2011-	IV-M
		Glenns Falls, NY	1/17/2011	
HHS	Model	Penn Model Congress	3/31/2011 -	IV-N

School	Group/Team	Destination	Dates	Schedule
	Congress	Philadelphia, PA	4/3/2011	

M-1/Comprehensive Maintenance Plan

Approve the M-1 and comprehensive maintenance plan for the 3-year period (2009-2010 through 2011-2012) as submitted on *Schedule IV-O*.

Addendum to Settlement Agreement

Approve the addendum to the settlement agreement for DA as submitted on **Schedule IV-P**.

Approve the Nursing Services Plan

Approve the Nursing Services Plan for 2010-2011, a copy of which is kept on file in the office of the Assistant Superintendent for Curriculum and Instruction.

Resolution to Adopt NIMS (National Incident Management System) as the All-hazards Incident Management System for the Hillsborough Township School District

WHEREAS, in Homeland Security Presidential Directive (HSPD)-5, the President directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for federal, state, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all Federal, State, local, and tribal emergency agencies; and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the town's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout Hillsborough Township, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System; and

NOW, THEREFORE, BE IT RESOLVED by the Hillsborough Township Board of Education that the National Incident Management System (NIMS) is hereby established as the standard for incident management in Hillsborough Township Public Schools.

Approve Field Trip Destinations as Listed:

<u>Destination</u>
Beau-Monde Creperie, Philadelphia, PA
Montgomery Cinemas, Skillman, NJ
Calvary Temple, Allentown, PA
Springhouse Middle School, Allentown, PA
Lower Macungie Middle School, Macungie, PA
Gore Mountain, New York
Whiteface Mountain, New York
South Plainfield High School, South Plainfield, NJ
North Brunswick High School, North Brunswick, NJ
Union County Magnet High School, Scotch Plains, NJ
Martino's Cuban Restaurant, Somerville, NJ
Fort Dix, Pemberton, NJ
Princeton Plasma Physics Lab, Plainsboro, NJ

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

INFORMATIONAL

• Fire drills were held during the month of September as follows:

School	Dates	Times
Amsterdam School	September 14, 2010	1 minute
	September 28, 2010	1 minute 20 seconds
Auten Road Intermediate	September 15, 2010	2 minutes 23 seconds
	September 29, 2010	2 minutes 19 seconds
Hillsborough Elementary	September 21, 2010	2 minutes 5 seconds
	September 29, 2010	1 minute 55 seconds
Sunnymead School	September 16, 2010	1 minute 43 seconds
	September 20, 2010	2 minutes 14 seconds
Triangle Elementary	September 16, 2010	2 minutes 3 seconds
	September 23, 2010	3 minutes 3 seconds
Woodfern Elementary	September 17, 2010	1 minute 33 seconds
	September 29, 2010	2 minutes
Woods Road Elementary	September 16, 2010	2 minutes 20 seconds
	September 20, 2010	2 minutes 20 seconds
Hillsborough Middle School	September 17, 2010	2 minutes 20 seconds
	September 29, 2010	2 minutes 15 seconds
Hillsborough High School	September 8, 2010	4 minutes 8 seconds

School	Dates	Times
	September 21, 2010	4 minutes 5 seconds

- Enrollment Attachment 1
- Suspensions Attachment 2
- Hillsborough High School Profile 2010-2011 Attachment 3
- Newspaper article Attachment 4

Old Business

Mr. Jordan stated that he has had problems viewing recent board meetings on channel 14and asked if that could be looked at.

Mr. Jordan then asked if the state has given any indication on what to expect as far as state aid for the 2011-12 budget.

Mr. Mahmoud responded by stating that the district has not received preliminary numbers from the state.

Mr. Jordan then asked what the board is anticipating having to cut as part of the budget process. He asked if courtesy busing is something that is going to be looked at this year. He then asked when the teachers' contract is up for renewal and if they will be required to contribute to health insurance.

Mr. Rocco stated that the teachers' contract ends on June 30, 2011 and that the state now requires all public employees to contribute 1.5% of their salary.

Mr. Schneider stated that he likes the idea of cutting back on paperwork by sending some of the board packet electronically.

Mr. Hudes suggested that the packet can also be printed on both sides of the page.

Mr. Rosenberg stated that he thinks the entire packet can be delivered electronically.

<u>Adjournment</u>

A motion was made by Mrs. Haas and seconded by Mrs. Le to adjourn the meeting at 8:25 p.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Aiman Mahmoud School Business Administrator/ Board Secretary