

Regular Public Meeting

Monday, February 28, 2011

ACTION AGENDA

I. **CURRICULUM & INSTRUCTION**

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

A. Approve the following new textbook – Grades 9-12 – World Language

Asi Se Dice! / Leyendas Latinoamericanas

B. Motion to submit “Teaching American History” grant – not to exceed \$1 million dollars.

II. 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
Benton, Karin	High School	English Teacher	Retirement	7/1/2011	9/1/1986 – 7/1/2011
Dittmar, Susan	Hillsborough Elementary	REACH Teacher	Retirement	7/1/2011	9/1/2004 – 7/1/2011
Linton, Brenda	Auten Road Intermediate	ASI Literacy Teacher	Retirement	7/1/2011	2/9/1981 – 7/1/2011
Santonastaso, Donna	Auten Road Intermediate	10-month Secretary	Retirement	7/1/2011	8/1/1983 – 7/1/2011

B. Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Angosto, Jamie	Amsterdam School	Grade 3 Teacher	Disability/FMLA	3/28/2011 – 6/30/2011, 9/6/2011 – 10/21/2011
Fisher, Cassandra	High School	Health & Physical Ed. Teacher	Disability/FMLA	4/26/2011 – 6/17/2011
Jones, Marianne	Middle School	German Teacher	Disability LOA	2/7/2011 – 3/25/2011
Pidany, Robin	High School	Special Education Teacher	Disability/FMLA	5/23/2011 – 9/30/2011
Plaxe, Meghan	High School	Chemistry Teacher	Disability/FMLA	5/2/2011 – 6/30/2011
Swedler, Lisa	High School	Instructional Assistant	NJFLA	1/24/2011 – 2/9/2011

C. Revised Leaves of Absence

Name	Location	Position	Type of Leave	Effective From	Effective To
Davies, Mary Ellen	Middle School	German Teacher	Disability/FMLA	3/14/2011 – 6/30/2011	3/7/2011 – 6/30/2011
Gray, Joseph	Bldg. & Grounds	Maintenance	FMLA	1/14/2011 – 4/8/2011	3/1/2011 – 4/8/2011
Kolodziej, Eugene	Bldg. & Grounds	Custodian	Disability/FMLA	12/14/2010 – 2/16/2011	12/14/2010 – 2/28/2011
Yurecko, Maria	High School	LDTC	Disability/FMLA	2/18/2011 – 6/3/2011	2/11/2011 – 5/27/2011

D. Contract Change

Name	Location	From	To	Effective
Lavell, Melissa	Amsterdam School	.5 Instructional Asst.	.6 Instructional Asst.	1/3/2011 – 6/30/2011

E. Transfer/Change in Position

Name	Location From	Location To	Position	Effective
Foley, Barrie	Middle School	High School	Health & Physical Ed. Teacher	3/1/2011 – 6/30/2011

F. 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.

Teacher

Name	Location	Position	Replacing	Effective
Campbell, Andrew	Middle School	Health & Physical Ed. Teacher	Foley, B. (in district transfer)	3/1/2011 – 6/30/2011

Long Term Substitutes

Name	Location	Position	Replacing	Effective
Buchanan, Grace	High School	LTS – LDTC	Yurecko, M (LOA)	3/1/2011 – 5/27/2011
Hagan, Elana	Woodfern School/Auten Road Intermediate	LTS – ESL Teacher	Donoghue, M (LOA)	2/21/2011 – 4/15/2011
Jarmulowicz, Peter	Middle School	LTS – German	Davies, M. (LOA)	3/7/2011 – 6/30/2011
Jones, Kristin	Amsterdam School	LTS - .5 Special Ed. Teacher	Binkley, M. (LOA)	2/28/2011 – 6/3/2011
Marmaluk, Gregory	Middle School	LTS – German	Jones, M. (LOA)	2/14/2011 – 3/25/2011
Schleimer, Marisa	Amsterdam School	LTS – .5 Special Ed Teacher	Binkley, M. (LOA)	2/28/2011 – 6/3/2011

Emergency Management Website Programmer – REMS GRANT 2010 - 2011

Name	Location	Position	Replacing	Effective
Rothblatt, Margaret	District	Emergency Management – Website Programmer	N/A	3/1/2011 – 6/30/2011

Coaches

Name	Location	Position	Effective
Davis, Charlie	High School	Head Boys Golf Coach	2010 - 2011 Season

Co Curricular Advisor

Name	Location	Position	Replacing	Effective
Dyer, Amy	High School	Competitive Dance Team Advisor	N/A	2010 – 2011 Season

Student Teacher

Name	University	Subject Area	School	Effective	Cooperating Teacher
Zalenski, Stacy	Seton Hall University	Grade 2	Woods Road Elementary	Immediately – 4/29/2011	Mele, Amy

Substitutes

Teachers \$80/day	Instructional Assts. - \$80/day	Library Assts. \$11.72/hour	Secretary - \$10.25/hour	Lunch Aide - \$7.90/hour	Bus Aide - \$19.90
Adams, Kaitlyn	Adams, Kaitlyn	Boose, Karen	Boyea, Deborah	Forrest, Kimberly	Forrest, Kimberly
Ayers, Laura	Ayers, Laura	Forrest, Kimberly	Forrest, Kimberly		
Boose, Karen	Boose, Karen				
Buckman, Stephanie	Buckman, Stephanie				
Eden, Eric	Fedroff, Jessica				
Fedroff, Jessica	Forrest, Kimberly				
Forrest, Kimberly	Franko, Doreen				
Franko, Doreen	Houser, Julia				
Houser, Julia	Hunkele, Kimberly				
Hunkele, Kimberly	Maloney, Colleen				
Maloney, Colleen	McKenna, Kara				
McKenna, Kara	Oeckinghaus, Patricia				
Oeckinghaus, Patricia	Rucci, Jameson				
Sparkes, Sonia	Sparkes, Sonia				

G. Extra Period Coverage

Name	Location	Position	Extra Coverage	Effective
Adams, Don	High School	Social Studies Teacher	1 Period (Base + 20%)	2/1/2011 – 2/11/2011
Borer, Amy	High School	H&PE Teacher	1 Period (Base + 20%)	2/2/2011 – 2/28/2011
Coyle, Bernadette	High School	Social Studies Teacher	1 Period (Base + 20%)	2/1/2011 – 2/11/2011
Fenster, Bob	High School	Social Studies Teacher	1 Period (Base + 20%)	2/1/2011 – 2/11/2011
Hicks, Tierra	High School	H&PE Teacher	1 Period (Base + 20%)	2/2/2011 – 2/28/2011
Longo, Rob	High School	Social Studies Teacher	1 Period (Base + 20%)	2/1/2011 – 2/11/2011
McFarland, Jim	High School	H&PE Teacher	1 Period (Base + 20%)	2/2/2011 – 2/28/2011
O'Neill, Caitlin	High School	Social Studies Teacher	1 Period (Base + 20%)	2/1/2011 – 2/11/2011
Wissner, Melissa	High School	H&PE Teacher	1 Period (Base + 20%)	2/2/2011 – 2/28/2011

H. Approval of IDEA Grant Salaries 2009-2010

Approve the salaries of the IDEA Grant for the following positions during the 2009-2010 school year:

Name	Position	School	% Charged to Grant
Bellantuono, Roz	12-Month Secretary	BOE	100%
Boyle, Michael	School Psychologist	HMS	100%
Goddies, Flo	Instructional Assistant	WRS	100%
Honigman, Laurie	.58 Preschool Teacher	WRS	58%
Kaminski, Kathleen	Behavior Specialist	District	100%
Leo, Carol	Learning Consultant	AMS/WRS	100%
Lloyd, Ramona	School Psychologist	HES/SUN	100%
Loughlin, Marybeth	School Social Worker	WRS	100%
Pydeski, Lorraine	School Social Worker	ARIS	100%
Schaefer, Paula	Instructional Assistant	WFS	100%
Schleimer, Marilyn	Instructional Assistant	WFS	100%
Woodall, Cynthia	.8 Learning Consultant	WFS/TRI	80%

I. Approve Group Changes of Certificated Staff

Approve the group changes of certificated staff effective February 1, 2011 through June 30, 2011 as listed on *Schedule II-I*.

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 the School Business Administrator/Board Secretary and the Treasurer of School Moneys for the month of January 31, 2011 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. *Schedule III-A*

B. Approval of Monthly Bills

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

General Operating: \$9,806,630.72

C. Approval of Line Item Transfers

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

D. Annual School Election Calendar

Approve the following annual school election calendar for the April 27, 2011 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 (March 8, 2011)
2. Establish March 14, 2011 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 17, 2011 at 10:00 a.m. in the board of education office. Establish March 21, 2011 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 24, 2011 issue of the Hillsborough Beacon and the Courier News.
5. Hold the public hearing on the 2011-12 budget on March 28, 2011, at 7:30 p.m. in the Auten Road Intermediate School cafeteria.
6. Adopt the 2011-12 budget as a special public meeting held on March 28, 2011.
7. Designate the following buildings for posting election notices:

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 27, 2011 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.

E. Approval of the 2011-2012 Tentative Budget

Approve the following 2011-2012 tentative budget:

General Fund	\$103,863,139
Capital Outlay	413,719
Special Revenue Fund	1,814,122
Debt Service	4,588,720
Total	\$110,679,700

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>Policy #</u>	<u>Policy Name</u>	<u>Schedule</u>
1140	Affirmative Action Program	<i>IV-B.1</i>
1523	Comprehensive Equity	<i>IV-B.2</i>
1530	Equal Employment Opportunity	<i>IV-B.3</i>
1550	Affirmative Action for Employment and Contract Practices	<i>IV-B.4</i>
2260	Affirmative Action for School and Classroom Practices	<i>IV-B.5</i>
3144	Certification of Tenure Charges	<i>IV-B.6</i>
6112	Reimbursement of Federal and Other Grant Expenditure	<i>IV-B.7</i>
6830	Audit and Comprehensive Annual Financial Report	<i>IV-B.8</i>
8310	Public Records	<i>IV-B.9</i>
8420	Emergency and Crisis Situations	<i>IV-B.10</i>

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

<u>Policy #</u>	<u>Policy Name</u>	<u>Schedule</u>
0146	Board Member Authority	<i>IV-B.11</i>
0174	Legal Services	<i>IV-B.12</i>

C. Approve Special Education Medicaid Initiative (SEMI)

Approve participation in and the submission of the Special Education Medicaid Initiative (SEMI) for the 2011-2012 school year as listed on *Schedule IV-C*.

D. Approve Overnight Field Trip as Listed on Schedule IV-D.

<u>School</u>	<u>Group/Team</u>	<u>Destination</u>	<u>Dates</u>
HHS	Swim Team	New Jersey State Swimming Championship Gloucester County Institute of Technology Deptford, NJ	3/4/2011 – 3/6/2011
HHS	Varsity Baseball	Varsity Baseball Spring Training Brooke Point and Forest Park High Schools Woodbridge, VA	3/10/2011 – 3/13/2011
HHS	Robotics Team	FIRST Robotics Competition Virginia Commonwealth University Richmond, VA	4/6/2011 – 4/9/2011

E. Approve Field Trip Destinations

<u>Destination</u>
• NJ Law Center, New Brunswick, NJ
• Sakura Sushi Japanese Restaurant, Hillsborough, NJ
• Hopewell Valley Central High School, Pennington, NJ

F. Donations

Approve the following donations:

<u>Donor</u>	<u>Description</u>
Christine Hogan	Hampton Upright Piano for Hillsborough Elementary School

G. American Red Cross Agreement

Approve agreement with American Red Cross for the use of school facilities as mass care shelters in accordance with the contract on file in the office of the School Business Administrator/Board Secretary and as listed on *Schedule IV-G*.

H. Approve Email Addresses to Board Members

Approve the issuance of email addresses to each member of the Hillsborough Board of Education.

I. Approve Agreement with New Jersey School Boards Association

Approve agreement with New Jersey School Boards Association to enter into a contract regarding paperless board meetings through schoolboardnet not to exceed \$2,360.00.

J. Resolution In Opposition to Senate Bill 1872 and Assembly Bill 2810 “Opportunity Scholarship Act”

Approve the resolution opposing Senate Bill 1872 and Assembly Bill 2810 as submitted on *Schedule IV-H*.

V. INFORMATIONAL

- Fire drills were held during the month of January as follows:

<u>School</u>	<u>Fire Drill</u>		<u>Lockdown Drill</u>	
	<u>Date</u>	<u>Time</u>	<u>Date</u>	<u>Time</u>
Amsterdam School	1/18/2011	3 minutes	1/27/2011	7 minutes
Auten Road Intermediate	1/31/2011	2 min. 10 sec.	1/20/2011	5 minutes
Hillsborough Elementary	1/4/2011	1 min. 10 sec.	1/31/2011	4 min. 25 sec.
Sunnymead School	1/31/2011	1 min. 58 sec.	1/28/2011	7 minutes
Triangle Elementary	1/4/2011	1 min. 40 sec.	1/28/2011	2 min. 52 sec.
Woodfern Elementary	1/19/2011	1 min. 56 sec.	1/31/2011	2 min. 55 sec.
Woods Road Elementary	1/28/2011	2 min. 15 sec.	1/31/2011	6 minutes
Hillsborough Middle School	1/4/2011	2 minutes	1/31/2011	4 minutes
Hillsborough High School	1/28/2011	2 min. 56 sec.	1/31/2011	5 min. 30 sec.

- Textbook Adoption Approval Form (Reference I-A)
- Memo from L. Antunes re: Teaching American History Grant (Reference I-B)
- Memo from S. Rocco re: Personnel Agenda Items (Reference II-C, II-D, II-E, II-F, II-G)
- Memo from L. Johnston re: Approval of IDEA Grant Salaries FY 2009-2010 (Reference II-H)
- Bill List (Reference III-B)
- Memo from A. Mahmoud re: Line Item Transfers (Reference III-C)
- Memo from L. Antunes re: Professional Travel Related Expenses (Reference IV-A)
- Field Trip Destinations (Reference IV-E)
- Enrollment
- Suspensions
- Personnel resumes
- Newspaper article