

**Regular Public Meeting**  
Monday, November 16, 2009

**ACTION AGENDA**

I. CURRICULUM & INSTRUCTION

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

A. Acceptance of Grant

Accept the following grants :

<u>Grant</u>	<u>Amount</u>
Eagleton Institute of Politics at Rutgers University	\$300
Verizon Volunteers Volunteer Incentive Program (Amsterdam School)	\$750

## II PERSONNEL

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

### A. Retirements and Resignations

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Reason</b>	<b>Effective Date</b>	<b>Dates of Employment</b>
Kubrack, Lisa	Auten Road Intermediate School	Lunch Aide	Resigned	11/6/2009	3/1/2004 – 11/6/2009
Peschen, Deborah	Middle School	Health & PE Teacher	Retired	1/1/2010	9/1/1979 – 1/1/2010

### B. Leaves of Absence

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>Dates of Leave</b>
Burke, Karen	High School	English Teacher	Disability LOA	10/9/2009 – 12/11/2009
Held, Helen	Sunnymead School	Lunch Aide	Unpaid LOA	10/26/2009 – 12/4/2009
Kreiswirth, Suzanne	Human Resources Office	Secretary	Intermittent FMLA	11/11/2009 – 6/30/2010
Packard, Bonnie	Woodfern/Triangle Schools	Speech Teacher	FMLA	10/29/2009 – 12/1/2009
Peschen, Deborah	Middle School	Health & PE Teacher	Disability/FMLA	11/2/2009 – 12/31/2009
Pitcherello, Olga	Triangle School	Instructional Assistant	Unpaid LOA	1/25/2010 – 4/30/2010

### C. Revised Leaves of Absence

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>From Effective</b>	<b>To Effective</b>
Kleszcz, Anna	High School	Custodian	FMLA	10/1/2009 – 10/31/2009	10/1/2009 – 11/15/2009

### D. Contract Change

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>From</b>	<b>To</b>
Rebuck, Jody	Auten Road Intermediate School	Lunch Aide	2 hrs/10 mins. per day	2 hrs/40 mins. per day

### E. Appointments 2009-2010

Approve the appointment of the following personnel for the 2009-2010 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

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Shabazz, James	High School	Industrial Technology Teacher	Gary Rohman (retired)	10/1/2009 – 6/30/2010

Lunch Aide

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Garlatti, Patricia	Auten Road Intermediate School	Lunch Aide – 2hrs/10mins. per day	Lisa Kubrack (resigned)	11/17/2009 – 6/30/2010

Instructional Assistant

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Anandakumar, Lavanya	Triangle School	Instructional Assistant	New Position	11/17/2009 – 6/30/2010

Bus Aide

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Bennett, Lisa	Transportation	Bus Aide – 4 hours per day	New Position	11/17/2009 – 6/30/2009

Custodian

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Campofiori, Robert	High School	Head Custodian	Jim Dixon (Resigned)	1/19/2010 – 6/30/2010 or sooner if released by current district.

Long Term Substitute

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Martin, Melanie	Auten Road Intermediate School	Long Term Substitute Grade 5	Mindi Andreski (LOA)	2/8/2010 – 5/28/2010
Rainey, Jessica	High School	Long Term Substitute – English	Karen Burke (LOA)	10/22/2009 – 12/11/2009
Shovlin, Kristin	Amsterdam School	Long Term Substitute Grade 3	Lisa Caudill (LOA)	1/4/2010 – 6/30/2010

Co Curricular Advisor

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Pilarte, Gil	High School	Freshman Peer Mentor Advisor	John Hajdu (resigned)	2009 – 2010 school year

Substitutes

<b>Teachers - \$80/day</b>			
Cheng, Shu Fen	Horowitz, Lauren	Marnell, Maria	Venis, Christopher
Grandell, Dana	Johnson, Christopher	*Messina, Elaine	
Harbstreet, Colleen	Kandel, Alan	Sapphire, Emily	
<b>Instructional Assistants - \$80/day</b>		<b>Nurses - \$100/day</b>	<b>Bus Driver - \$20/hour</b>
Cheng, Shu Fen	*Messina, Elaine		
Marnell, Maria	Harbstreet, Colleen		
	<b>Bus Aides - \$19.90/hour</b>		<b>Custodians - 9.35/hour</b>
<b>Library Assistants - \$11.72/hour</b>	Mangini, Cathy	<b>Lunch Aide - 7.90/hour</b>	Alicandro, Diego
*Messina, Elaine		Modesto, Nancy	
<b>Secretary \$10.25/hour</b>			
Harbstreet, Colleen			
*Messina, Elaine			
Modesto, Nancy			

Mentor

<b>Mentor</b>	<b>Mentee</b>
Fromme, Kimberly	Rainey, Jessica

F. Group Changes

Approve the group changes of certificated staff effective September 1, 2009 as listed on Schedule II-A.

### 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 October 31, 2009 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.

#### B. Approval of Monthly Bills

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

General Operating: \$9,966,426.04

#### C. Approval of Line Item Transfers

Approve the following line item transfers in the 2009-10 as submitted on Schedule III-A.

#### D. Joint Transportation Agreement

Approve the joint transportation agreement with Hopewell Valley Regional as submitted on Schedule III-B.

### 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>	5111	Eligibility of Resident/Nonresident Pupils
<i>IV-C</i>	5130	Withdrawal from School
<i>IV-D</i>	5460	High School Graduation
<i>IV-E</i>	5465	Early Graduation

C. Approve Overnight Trip as Listed

School	Group/Team	Destination	Dates	Schedule
HHS	Model UN	George Washington Univ. Washington, DC	3/25/2010 – 3/28/2010	<i>IV-F</i>
HHS	Peer Mentors – Grades 10/11	YMCA Camp Mason Hardwick, NJ	6/5/2010 – 6/6/2010	<i>IV-G</i>

D. 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.

E. District Calendar – 2010-2011

Approve the 2010-2011 district calendar as listed on Schedule IV-H.

F. Approve Field Trip Destinations as Listed:

• Union County College, Cranford, NJ
• Mayo Center for Performing Arts, Morristown, NJ
• International House of Pancakes, Hillsborough, NJ

G. Board Auditor for Millstone Borough

Appoint Nisivoccia & Company, LLP as Board Auditor for the 2008-09 school year to serve at the pleasure of the board for Millstone at the revised rate of \$3,500 to be funded by Millstone tax levy funds.

H. P.A.C.O. Designee

Approve the appointment of Aiman Mahmoud, School Business Administrator, as the District's Public Agency Compliance Officer from January 1, 2010 through December 31, 2010.

I. Acceptance of Donations

Accept the following donations:

<u>Donor</u>	<u>Description</u>
National Schools Project (Young American Poetry Digest)	\$100
Ms. Marty Oostveen	100 gallon acrylic aquarium for Hillsborough Middle School

V. INFORMATIONAL

- Enrollment – November 2009 – Attachment 1
- Suspensions – November 2009 – Attachment 2
- *The Voice* – Volume 42, Issue 1 – Attachment 3
- Current newspaper articles – Attachment 4
  
- Emergency drills were held during the month of October as follows:

School	Dates	Times
Amsterdam School	October 7, 2009	2 minutes
	October 22, 2009	3 minutes
Auten Road Intermediate	October 14, 2009	2 minutes
	October 22, 2009	2 minutes 10 seconds
Hillsborough Elementary	October 26, 2009	1 minute 30 seconds
	October 30, 2009	2 minutes 10 seconds
Sunnymead School	October 14, 2009	1 minute 30 seconds
	October 21, 2009	1 minute 51 seconds
Triangle Elementary	October 21, 2009	1 minute 34 seconds
	October 29, 2009	1 minute 54 seconds
Woodfern Elementary	October 19, 2009	1 minute
	October 21, 2009	1 minute 20 seconds
Woods Road Elementary	October 8, 2009	2 minutes 50 seconds
	October 21, 2009	2 minutes 30 seconds
Hillsborough Middle School	October 21, 2009	2 minutes 17 seconds
	October 30, 2009	2 minutes 20 seconds
Hillsborough High School	October 12, 2009	3 minutes 19 seconds
	October 29, 2009	4 minutes 8 seconds

- Bus evacuation drills were held during the month of October as follows:
  - Amsterdam Elementary School – October 7, 2009
  - Hillsborough Elementary School – October 9, 2009
  - Hillsborough High School – October 15, 2009
  - Sunnymead School – October 6, 2009
  - Woodfern School – October 23, 2009