

REGULAR MEETING
OF THE
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION
February 22, 2010

The Board of Education of Hillsborough Township, in the county of Somerset, convened in public session on Monday, February 22, 2010 at 6:45 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 and Courier News newspapers on February 18, 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, Margaret Hewitt, Neil Hudes, Steven D. Paget, Marc J. Rosenberg, Barbara Sargent, and Wolfgang Schneider

Frank A. Blandino arrived at 7:05 p.m.

John Donnadio arrived at 7:39 p.m.

MEMBERS ABSENT: None

ALSO PRESENT: Dr. Edward Forsthoffer, III, Superintendent of Schools, Mr. Scott Rocco, Assistant Superintendent for Personnel, Mr. Aiman Mahmoud, School Business Administrator/Board Secretary, and Mr. Gerald Eckert, Assistant School Business Administrator/Assistant Board Secretary

A motion was made by Mr. Hudes and seconded by Mr. Gillette that the board adopt a resolution to go into executive session at 6:47 p.m.

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting of which the public body discusses certain matters for which confidentiality is required as permitted in Section 7B of the act.

RESOLVED, by the Board of Education of the Township of Hillsborough in the County of Somerset and State of New Jersey as follows:

1. The following matters to be discussed are a special education settlement agreement and collective bargaining negotiations.
2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

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

Mr. Blandino arrived at 7:05 p.m.

The board reconvened in public session at 7:30 p.m.

Approval of Minutes

A motion was made by Mr. Blandino and seconded by Mr. Gillette to approve the public meeting minutes from January 11, 2010.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Gillette and seconded by Mr. Blandino to approve the executive session meeting minutes from January 11, 2010.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Blandino and seconded by Mr. Gillette to approve the public session meeting minutes from January 25, 2009.

Upon call of the question, the motion carried unanimously.

Correspondence

None

Board Recognition/Awards

Dr. Forsthoffer introduced the cast of Seussical the Musical who performed a number from the upcoming high school musical that opens on March 5, 2010.

Dr. Forsthoffer recognized the district choral festival which was held on February 2, 2010.

Dr. Forsthoffer recognized the accomplishments of some of the teams and athletes from the winter sports season.

Mr. Donnadio arrived at 7:39 p.m.

Mr. Blandino also recognized the sports teams and encouraged the public to come out to support the basketball team.

New Business

None

Superintendent's Report

Dr. Forsthoffer presented his tentative budget for the upcoming 2010-11 school year. His recommendation is for the board to approve a budget that will go beyond the 4% tax levy cap by requesting a cap waiver adjustment for costs related to an increase in health benefit costs. Dr. Forsthoffer stated that his budget recommendation would maintain most of the current programs.

Dr. Forsthoffer said that his recommended budget would increase taxes on a house assessed at \$325,000 by \$234.00 for the year.

Dr. Forsthoffer also cautioned the board that further cuts may be necessary if Governor Christie cuts state aid to the district.

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

Teacher and coach, Steve Molinaro, asked the board to consider the nature of the activities, not just the number of coaches when it cuts coaching positions.

Timothy Jordan asked what the option is to exceed the cap.

Dr. Forsthoffer explained that the district can exceed the 4% cap with a cap adjustment for health insurance costs. Dr. Forsthoffer also announced that he will have to advertise a tentative budget in advance of the board approving a budget.

Mr. Jordan then asked Dr. Forsthoffer to stay out of the classroom with any cuts that he has to make.

Meryl Schwartz Holcomb, a district librarian at the Sunnymead School, asked Dr. Forsthoffer if elementary school libraries would be impacted in his recommended budget and if there would be cuts to school libraries if state aid were to be cut.

Dr. Forsthoffer stated that the elementary school libraries would not be impacted in his recommended budget but would be cut in half if state aid is reduced.

Danon Blevins, middle school teacher, asked if hiring crossing guards, if courtesy bussing is reduced, would be the district's expense or the township's.

Dr. Forsthoffer responded by saying it would save the district, but that the taxpayers of Hillsborough would still be paying for it.

Mr. Blevins then asked if the district is considering "pay to play" options for school sports and other activities.

Dr. Forsthoffer stated that he is not considering “pay to play” at this time because there is pending legislation that may forbid the practice.

Robin DeVincent, a teacher in the transitional primary program, stated her concern over increasing the class size of the program and suggested increasing the 2nd grade class levels instead.

Laura Kinney, parent, stated her concern about the proposed cutting of the strings program and asked if the cuts could be spread amongst the entire fine arts program instead of just the strings program.

Alex Kinney, a student in the strings program, voiced his concern about cutting the arts and said that that it is an easy cut. He stated that he thinks the arts are the most important program that the district offers.

Judy Fister gave her perspective on the media specialists as a parent and a volunteer at the Hillsborough Elementary School library. She stated that the media specialists assist the young readers in selecting the right book for them.

Robyn Kenny, a high school guidance counselor, voiced her concern about the ability of the department to meet students’ needs if the department suffers a reduction in staff.

Jen Schultz stated that she thinks the district needs to protect teachers as much as possible and suggested more administrative cuts instead of the cuts to teaching staff.

Mr. Blandino stated that he would like to see bigger ticket items in the cuts first. He also stated that he would like to see a leaner administration.

Mr. Donnadio stated that he thinks we are still not getting to the root of the problem and need more administrative cuts. He also stated that health care costs need to be controlled.

Mr. Gillette stated that the increase to the health insurance costs would amount to approximately \$400 per student. He also stated that Hillsborough is the 2nd best place to live and that Millstone is the best place to live based on similar populations.

Dr. Rosenberg asked that with the proposed cuts to the reach program, libraries, and the strings program, will we get to the point that you have to ask if it is worth having the program. He stated that he thinks the music program is one of the best in the state and maybe even in the country. He said that guidance counselors are vital for helping students get into college.

Dr. Rosenberg also stated that he does not want the board of education to contribute to unemployment numbers and that the people of Hillsborough will have to make an important decision to pay for a good school system and that his decision on the budget will be based on how can we protect jobs.

Mr. Hudes stated that no one on the board or in the audience likes to see cuts of programs and staff. He also said that no one likes to have tax increases. He stated that he thinks the proposed cuts to the budget are very thoughtful and that looking at numbers is very

helpful. The highest cost area will take the hardest hit. Mr. Hudes then said that he thinks we should review tonight's suggestion on increasing the size of the 2nd grade class rather than the TP program classes.

Public Input on the 2010- 2011 Budget

None

Action Agenda

Public Comments

Mr. Blandino wished the outgoing payroll assistant, Susanmarie Devaney, well. He also informed the board that the replacement for this position is a former client of his.

CURRICULUM & INSTRUCTION

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

Approve the following grant applications for the 2009-2010 school year:

<u>Grant</u>	<u>Amount</u>
Sprint Grant – Making Good Character Contagious (Woods Road)	\$4,963.62
Readiness and Emergency Management for Schools (Board of Education)	\$150,000.00

Acceptance of additional grant award for the 2009-2010 school year:

<u>Grant</u>	<u>Award</u>
Rider University Connect-Ed PLC Grant	\$4,200.00

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

PERSONNEL

A motion was made by Mr. Blandino 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
Bialas, Jerzy	High School	Custodian	Retiring	4/15/2010	7/1/2006 – 4/14/2010
Davis, Judy	Woodfern School	Reading Specialist	Retiring	7/1/2010	9/1/2002 – 6/30/2010
Geoghegan, Kelli	Auten Road Intermediate School	Lunch Aide	Resigned	3/1/2010	9/1/2005 – 2/26/2010
Milas, Marisa	High School	Italian Teacher	Resigned	2/1/2010	9/1/2008 – 1/31/2010

Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Garraway, Shelley	Woods Road School	Speech Teacher	Disability/FMLA	4/26/2010 – 6/30/2010
Held, Helen	Sunnymead School	Lunch Aide	Unpaid LOA	2/1/2010 – 5/1/2010
Kozak, Tobi	High School	Guidance Counselor	Disability/FMLA	4/19/2010 – 6/30/2010
Kraucheunas, Maura	Auten Road Intermediate School	Special Ed. Resource Teacher	Disability	5/10/2010 – 6/30/2010
Nami, Susan	Middle School	Grade 8-Literacy Teacher	Disability/FMLA	4/26/2010 – 6/30/2010
Penyak, Tara	Hillsborough Elementary/ Triangle Schools	World Language Teacher	Disability/FMLA	4/6/2010 – 6/30/2010

Transfer/Change in Position

Name	Position	From	To	Effective	Salary
Kuhn, Julie	Instructional Assistant	Woodfern School	Hillsborough Elementary School	2/22/2010 – 6/30/2010	\$27,105 Step 3

Contract Change

Name	Location	From	To	Effective	Salary
Cavalier, Rose	Woodfern School	.50 Instructional Asst.	.64 Instructional Asst.	2/23/2010 – 6/30/2010	\$27,105 Pro Rated Step 3
Garlatti, Patricia	Auten Road Intermediate School	Lunch Aide - 2 hours 10 minutes per day	Lunch Aid – 2 hours 50 minutes per day	3/1/2010 – 6/30/2010	\$15.87/per hour Step 1
Wika, Natalie	High School	.333 Italian Teacher	Full Time Italian Teacher	2/1/2010 – 6/30/2010	\$48,610 Pro Rated BA Step 1

Rescind Contract

Name	Location	Position	Effective	Salary
Glinzman, Linda	Auten Road Intermediate School	Mentor	2/8/2010 – 5/28/2010	\$275
Strunk, Maria	Middle School	Mentor	1/4/2010 – 6/30/2010	\$366.30

Revised Leaves of Absence

Name	Location	Position	Type of Leave	From Effective	To Effective
Andreski, Mindi	Auten Road Intermediate School	Grade 5 Teacher	Disability/FMLA	2/16/2010 – 5/28/2010	1/27/2010 – 6/30/2010
Packard, Bonnie	Woodfern/Triangle Schools	Speech Teacher	FMLA/Unpaid LOA	10/29/2009 – 1/29/2010	10/29/2009 – 6/30/2010
Pociask, Marni	Auten Road Intermediate School	Grade 5 Teacher	Disability/FMLA	3/1/2010 – 6/30/2010	2/1/2010 – 6/30/2010

Revised Long Term Substitute

Name	Location	Position	Replacing	From Effective	To Effective	Salary
Papinchak, Kelley	Auten Road Intermediate School	LTS – Grade 5	Marni Pociask (LOA)	3/1/2010 – 6/30/2010	2/1/2010 – 6/30/2010	\$48,610 Pro Rated BA Step 1

Revised Contract Change

Name	Location	From	To	Effective	Salary
Woodall, Cindy	Triangle School	.8 LDTC	Full Time LDTC	10/13/2009 – 6/30/2010	\$74,820 Pro Rated MA+15 Step 15-20 IDEIA-ARRA FUNDS

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.

Instructional Assistant

Name	Location	Position	Replacing	Effective	Salary
Nowacki, Lisa	Woods Road School	.5 Instructional Assistant	Pam Figard (in district transfer)	2/23/2010 – 6/30/2010	\$26,009 Pro Rated Step 1

Long Term Substitute

Name	Location	Position	Replacing	Effective	Salary
Vitale, John	High School	LTS – Social Studies Teacher	Bernadette Coyle (LOA)	2/3/2010 – 3/17/2010	\$48,610 Pro Rated BA Step 1

Payroll Assistant

Name	Location	Position	Replacing	Effective	Salary
*Sonobol, Nora	Business Office	Payroll Assistant	Susanmarie Devaney (resigned)	7/1/2010 – 6/30/2011	\$53,000

Head Bookkeeper

Name	Location	Position	Replacing	Effective	Salary
Wickman, Janice	Business Office	Head Bookkeeper	Yolanda Adams (retired)	7/1/2010 – 6/30/2011	\$43,723 Step 1

Custodian

Name	Location	Position	Replacing	Effective	Salary
Alicandro, Diego	High School	Custodian	Jan Balut	2/23/2010 – 6/30/2010	\$29,596 Pro Rated Step 1

Co Curricular Advisor

Name	Location	Position	Replacing	Effective	Stipend
Klizas, Jonathan	High School	Youth Humane Society Advisor	Rogers, Kathleen	2009 - 2010	N/A
Syvarth, Ciji	Middle School	Clarinet Choir Advisor	Intermediate Regional Chorus	2009 - 2010	\$715

Substitutes

Teachers - \$80/day				
Grish, Kristina	Pisciotta, Allison			
Instructional Assistants - \$80/day		Nurses - \$100/day		Bus Driver - \$20/hour
Grish, Kristina	Pisciotta, Allison		Camardo, Deborah	N/A
Library Assistants - \$11.72/hour	Bus Aides - \$19.90/hour	Lunch Aide - 7.90/hour	Custodians - 9.35/hour	
N/A	N/A	Adler, Evette	Nowakowski, Krzysztof	
		Paruda, Stacy	Sosnicki, Andrzej	

Mentor

Mentor	Mentee
Lo, Marie	Pinto, Cory
Sheridan, Joan	Vitale, John

Student Teachers

Name	University	Grade Level/ Subject Area	School	Effective	Cooperating Teacher
Gaynor, Lori	The College of New Jersey	LDC Internship	Middle School	2/1/2010 – 5/30/2010	Webb, Carol
Pienciak, Amanda	The College of New Jersey	Special Education	Woods Road School	1/19/2010 – 5/7/2010	DiCenzo, Susan

Extra Period Coverage

Name	Position	Building	Extra coverage	Effective
Wika, Natalie	Italian Teacher	High School	1 Period (Base +20%)	2/1/2010 – 6/30/2010

Group Changes

Approve the group changes of certificated staff effective February 1, 2010 as listed on Schedule II-A.

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

FINANCE

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, 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: \$ 10,649,283.21

Line Item Transfers

Approve the following line item transfers in the 2009-10 general fund budget as submitted in *Schedule III-A*.

Annual School Election Calendar

Approve the following annual school election calendar for the April 20, 2010 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 1, 2010)
2. Establish March 8, 2010 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 10, 2010 at 10:00 a.m. in the board of education office. Establish March 12, 2010 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 18, 2010 issue of the Hillsborough Beacon and the Courier News.
5. Hold the public hearing on the 2010-11 budget on March 26, 2010, at 7:30 p.m. in the Auten Road Intermediate School cafeteria.
6. Adopt the 2010-11 budget as a special public meeting held on March 26, 2010.

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 20, 2010 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. Gillette and seconded by Mr. Donnadio that the board of education approve the administrative agenda as follows:

Approve Participation in the Special Education Medicaid Initiative (SEMI)

Approve participation in the Special Education Medicaid Initiative (SEMI) for the 2010-2011 school year.

Amendment to Schedule of Public Meetings of the Hillsborough Board of Education

Amend the schedule of public meetings of the Hillsborough Board of Education from regular meeting scheduled for March 15, 2010, to regular meeting scheduled for March 22, 2010.

Approve Public Hearing on the 2010-2011 Budget

Approve the public hearing on the 2010-2011 budget to be held on March 26, 2010, at 7:30 p.m. in the Auten Road Intermediate School.

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 second reading as follows:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-B</i>	2415.03	Highly Qualified Teachers
<i>IV-C</i>	2423	Bilingual/ESL Education
<i>IV-E</i>	3126	Induction Program for Provisional Teachers
<i>IV-F</i>	3240	Professional Development
<i>IV-G</i>	3281	Inappropriate Staff Conduct – Teaching Staff Members
<i>IV-H</i>	4281	Inappropriate Staff Conduct – Support Staff Members

Approve Overnight Trip as Listed

<u>Schedule</u>	<u>School</u>	<u>Group/Team</u>	<u>Destination</u>	<u>Dates</u>
<i>IV-I</i>	HHS	Wrestling Team	State Wrestling Finals Atlantic City, NJ	3/5/2010 – 3/7/2010
<i>IV-K</i>	HHS	Track & Field Indoor Nationals	Reggie Lewis Center Boston, MA	3/12/2010- 3/14/2020
<i>IV-L</i>	HHS	Swim Team	NJ State Swimming Championship Sewell, NJ	3/5/2010 – 3/7/2010

Approval of Settlement Agreement

Approve the resolution listed on *Schedule IV-M* regarding a settlement agreement pertaining to CST #97-98-105.

Approve Field Trip Destinations as Listed:

<u>Destination</u>
• Bickford Theater, Morristown, NJ
• Independence Seaport Museum, Philadelphia, PA
• Sun National Bank Center, Trenton, NJ

Youth Arts Month Proclamation

Approve March 2010 as Youth Arts Month in the schools of Hillsborough Township.

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

Policy

A motion was made by Mr. Hudes and seconded by Mr. Rosenberg to approve the following policy:

IV-D	2560	Live Animals in School
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Upon call of the roll, the motion carried with six members voting in favor and Messrs. Blandino, Gillette and Schneider, and Mrs. Hewitt voting against.

INFORMATIONAL

Enrollment – January 2010 – Attachment 1
Suspensions – January 2010 – Attachment 2
Current newspaper articles – Attachment 3

Old Business

Tim Jordan asked if someone could look into having meetings televised properly by Comcast.

Dr. Paget announced that meetings are scheduled for March 8th, 22nd, and 26th and invited the public to give their input.

Adjournment

A motion was made by Mr. Blandino and seconded by Mr. Rosenberg to adjourn the meeting at 9:35 p.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Aiman Mahmoud
School Business Administrator/
Board Secretary