

REGULAR MEETING
OF THE
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION
March 16, 2009

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, March 16, 2009 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 Hillsborough Beacon and the Courier News newspapers on March 12, 2009. 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: Frank A. Blandino, Gregory Gillette, Judith C. Haas, Neil Hudes, David T. Lin, Steven D. Paget, and Marc J. Rosenberg

John Donnadio arrived at 7:35 p.m.

MEMBERS ABSENT: Wolfgang Schneider

ALSO PRESENT: Dr. Edward Forsthoffer, III, Superintendent of Schools, Dr. Lisa M. Antunes, Assistant Superintendent for Curriculum and Instruction, 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

Approval of Minutes

A motion was made by Mr. Paget and seconded by Mr. Blandino to approve minutes of the public work meeting held on February 9, 2009.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Paget and seconded by Mr. Rosenberg to approve minutes of the regular public meeting held on February 23, 2009.

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

Correspondence

None

Board Recognition/Awards

Dr. Forsthoffer recognized the high school wind ensemble for being selected to compete at a national competition in Indianapolis.

Dr. Forsthoffer also recognized the swim team for their achievements this season. Coach Sudol introduced the team and listed their accomplishments.

Mr. Donnadio arrived at 7:35 p.m.

Mr. Paget recognized the science festival that was held at the Auten Road Intermediate School.

New Business

None

Superintendent's Report

Dr. Forsthoffer noted that he is recommending the 2009-2010 tentative budget for approval at this evening's meeting. He then gave a brief presentation on his recommended budget. In his presentation, he informed the board that Hillsborough is fortunate to be receiving a 5% increase in state aid. As a result of the additional state aid, Dr. Forsthoffer said that many of the recommended cuts from his presentation last week can be reinstated.

He summarized this budget as being fiscally responsible, having the least negative impact on programs and looks to the future. If passed, the recommended budget would result in an increase to the tax levy of eight tenths of a cent.

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

Public comments focused on concern of the ramifications of cuts made to the budget in the area of staff and programs. There was support to increase the tax levy up to the 4% allowed by the State. There was some concern as to what the township committee would cut if the budget was defeated at the annual election and was turned over to the township committee for review as mandated by the State.

Some board comments focused on concern of raising the tax levy during tough economic times while others voiced concern over the ability to maintain quality education if there cuts made to staff and student programs.

Action AgendaPublic Comments

None

CURRICULUM & INSTRUCTION

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

Approve Submission of the Following Grant Applications:

Approve the following grant applications:

Grant	Amount
2009 Spring Character Education Grant	\$4,226.30
Rider University – Hillsborough Science Phase II Professional Learning Community Grant	\$13,000.00
Somerset County 2009 Green Grant	\$400.00

Approve the Motion to Accept the “Youth Heart Watch” Grants:

Approve the motion to accept the “Youth Heart Watch” grants as follows:

Amsterdam Elementary School	\$ 600.00
Hillsborough Elementary School	\$ 600.00
Sunnymead Elementary School	\$ 600.00
Woodfern Elementary School	\$ 600.00
Woods Road Elementary School	\$ 600.00
Auten Road Intermediate School	\$ 600.00
Hillsborough High School	<u>\$ 600.00</u>
TOTAL	\$4,200.00

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

PERSONNEL

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

Retirements and Resignations

Name	Location	Position	Reason	Effective Date	Dates of Employment
Pamela Rich	Auten Road Intermediate	Art teacher	Retirement	6/1/2009	9/1/1982 – 6/1/2009

Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Laura Houssell	High School	Guidance Counselor	Intermittent Family LOA	3/3/2009 – 6/30/2009

Revised Leaves of Absence

Name	Location	Position	Type of Leave	From Effective Date	To Effective Date
Lillian Grillo	Middle School	Grade 7 Science teacher	Unpaid Child Care LOA	2/2/2009 - 4/3/2009	2/2/2009 – 3/20/2009
Sheila Marce	Amsterdam School	Grade 1 teacher	Disability/Family LOA	11/26/2008 – 4/28/2009	11/26/2008 – 3/20/2009
Stephanie Moore	Hillsborough Elementary	Grade 4 teacher	Disability/Family LOA	3/23/2009 – 6/30/2009	3/5/2009 – 6/30/2009
Jody Snyder	Amsterdam School	Special Ed. teacher	Disability/Family LOA	3/9/2009 – 5/15/2009	3/2/2009 – 5/15/2009
Maria Yurecko	High School	LDTC	Disability/Unpaid Child Care LOA	4/14/2009 – 6/30/2009	3/9/2009 – 6/30/2009

Revised Long Term Substitute

Name	Location	Position	Replacing	Effective	Salary
Kimberly Beers	Middle School	Grade 7 Science – LTS	Lillian Grillo	2/2/2009 – 3/20/2009	\$47,080 Pro Rated BA Step 1
Grace Buchanan	High School	LDTC – LTS	Maria Yurecko	4/2/2009 – 6/30/3009	\$47,080 Pro Rated BA Step 1
Cynthia Chiappetta	Amsterdam School	Special Education – LTS	Jody Snyder	3/2/2009 – 5/15/2009	\$47,080 Pro Rated BA Step 1
Kara McKenna	Hillsborough Elementary	Grade 4 – LTS	Stephanie Moore	3/5/2009 – 6/30/2009	\$47,080 Pro Rated BA Step 1

Name	Location	Position	Replacing	Effective	Salary
Kristin Shovlin	Amsterdam School	Grade 1 – LTS	Sheila Marce	11/26/2008 – 3/20/2009	\$47,080 Pro Rated BA Step 1

Rescind Coaching Contract

Name	Coaching Position	Location	Effective	Stipend
Robert Longo	Assistant Boys Volleyball	High School	2008-2009 Season	\$3,205

Transfer/Change in Position

Name	Position	From	To	Effective	Salary
Stanislaw Hudyka	Custodian	Middle School	High School	3/23/2009 – 6/30/2009	\$43,350 Step 10A

Appointments 2008-2009

Approve the appointment of the following personnel for the 2008-2009 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.

Long Term Substitute

Name	Position	Location	Replacing	Effective	Salary
Despene Stough	ESL – LTS	Sunnymead School	Elena Riveles	3/2/2009 – 4/17/2009	\$47,080 Pro Rated BA Step 1

Coaches

Name	Coaching Position	Location	Effective	Stipend
Steve Molinaro	Assistant Boys Volleyball	High School	2008-2009 Season	\$3,112

Co Curricular Advisor

Name	Co-Curricular Club	Location	Effective	Stipend
Kathryn D’Onofrio	Young at Heart	High School	2008-2009 School Year	N/A

Substitutes

Teachers - \$80/day			
Sanford Boyar	Debra Halverson	Juliana Hendrickson	Sangeeta Kumar
Samah Nasser	Jennifer Spencer	Patricia Peck	

Nurses - \$100/day	Instructional Assistant - \$80/day		
Ellen Schaefer	Patricia Peck		

Mentors

Mentor	Mentee
Sari Abrahamson	Cynthia Chiappetta

A. Summer Enrichment Program 2009

Name	Position	Location	Effective	Stipend
Debbie Corr	Secretary	Middle School	7/6/2009 – 7/17/2009	\$1,050
Linda Heffernan	Nurse	Middle School	7/6/2009 – 7/17/2009	\$1,250

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

FINANCE

A motion was made by Mr. Paget and seconded by Mr. Lin 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 February 28, 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.

Approval of Monthly Bills

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

General Operating: \$ 8,382,397.91

Line Item Transfers

Approve the following line item transfers in the 2008-09 general fund budget as provided in *Schedule III-B*.

Woodfern School Window Replacement Project

The following bids were received on March 3, 2009 for the Woodfern Elementary School Window Replacement Project:

<u>Vendor</u>	<u>Base Bid</u>
Panoramic Window & Door Systems, Inc	\$238,000
National Architectural Products	244,750
R.D. Architectural Products, Inc.	249,800
Frank H. Harter & Sons, Inc.	253,900
Arrow Steel Window Corp.	297,400

Award a contract to Panoramic Window & Door Systems, Inc. for its low bid of \$238,000 for the window replacement project at Woodfern Elementary School.

Renewal Agreement with Aramark

Approve the annual renewal agreement with Aramark for the period July 1, 2009 through June 30, 2010 in the amount of \$347,119 less 3.84% totaling \$333,776.90.

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

Maximum Travel Allowance Resolution for 2009-10 School Year

A motion was made by Mr. Paget and seconded by Mr. Gillette that the board of education approve the following Maximum Travel Allowance Resolution:

WHEREAS, the State of New Jersey has enacted P.L. 2007, c.53, an Act Concerning School District Accountability (A-5) requiring boards of education to establish, by school board resolution, the maximum travel expenditure amount for the budget year and the maximum amount established for the prebudget year and the amount spent to date;

NOW THEREFORE BE IT RESOLVED; that the following amounts excluding federal funds, are acknowledged and costs for travel expenditures are approved the for 2008-09 school year and the 2009-10 school year:

Amount spent (as of 3/13/09) for travel and conferences 2008-09 - \$36,654

Amount established for travel and conferences 2008-09 - \$66,672

Amount established for travel and conferences 2009-10 - \$66,672

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record costs to insure that the maximum amount is not exceeded.

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

Approval of 2009-2010 Tentative Budget

Approve the following 2009-2010 tentative budget as listed on *Schedule III-A* for advertising purposes:

General Fund	\$101,541,645
Capital Outlay	851,744
Special Revenue Fund	1,917,247
Debt Service	4,850,062
Total	<u>\$109,160,698</u>

A motion was made by Mr. Paget and seconded by Mr. Lin to amend the 2009-2010 tentative budget to include the following:

- Academic Support Teachers: \$242,440
- ARIS Instrumental Teacher: \$60,610
- Special Education Instructional Assistants: \$212,612

Upon call of the roll, the motion to amend the budget as presented to include the items listed above failed with four members voting in favor and Messrs. Blandino, Donnadio, Gillette, and Hudes voting against.

A motion was made by Mrs. Haas and seconded by Mr. Lin to extend the meeting until 11:15 p.m.

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

A motion was made by Mr. Gillette and seconded by Mr. Hudes to amend the budget as presented to include the following:

- Removal of student information system in the amount of \$160,000
- Removal of communication system in the amount of \$504,350
- Add academic support teaching positions totaling \$242,400
- Add ARIS instrumental teaching position salary in the amount of \$60,610
- Add 6 special education instructional assistant positions in the amount of \$234,000
- Purchase 1/3 of the communication system in the amount of \$168,116

Upon call of the roll, the motion to amend the budget as presented to include the items listed above failed with three members voting in favor and Messrs. Blandino, Donnadio, Lin, Paget, and Rosenberg voting against.

A motion was made by Mr. Paget and seconded by Mr. Rosenberg to extend the meeting until 11:30 p.m.

Upon call of the roll, the motion carried with seven members voting in favor and Mr. Blandino voting against.

A motion was made by Mr. Rosenberg and seconded by Mr. Paget to amend the budget as presented to include the following:

- Remove 2/3 of communication system in the amount of \$336,234
- Add academic support teaching positions in the amount of \$242,400
- Add ARIS instrumental teaching position in the amount of \$60,610
- Add curriculum writing position in the amount of \$31,033
- Purchase 1/3 of the communication system in the amount of \$168,116
- Add student information system in the amount of \$160,000
- Add Sunnymeade window replacement project in the amount of \$60,252

Upon call of the roll, the motion to amend the budget as presented to include the items listed above failed with four members voting in favor and Messrs. Blandino, Donnadio, Gillette, and Hudes voting against.

A motion was made by Mr. Donnadio and seconded by Mr. Gillette to amend the budget as presented to include the following:

- Remove student information system in the amount of \$160,000
- Remove special education computers in the amount of \$4,800
- Remove communication system in the amount of \$504,350
- Remove funding for staff training and conferences in the amount of \$50,000
- Add academic support teaching positions in the amount of \$242,400
- Add ARIS instrumental teaching position in the amount of \$60,610
- Add 7 special education instructional assistant positions in the amount of \$273,000
- Add assistant winter cheerleading coach in the amount of \$3,301

Upon call of the roll, the motion to amend the budget as presented to include the items listed above failed with three members voting in favor and Messrs. Blandino, Lin, Paget, and Rosenberg and Mrs. Haas voting against.

A motion was made by Mr. Paget and seconded by Mr. Lin to extend the meeting until 12:15 a.m.

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

A motion was made by Mr. Lin and seconded by Mr. Hudes to amend the budget at presented to include the following:

- Remove the student information system in the amount of \$160,000
- Add academic support teaching positions in the amount of \$242,400
- Add ARIS instrumental teaching position in the amount of \$60,610
- Add 7 special education instructional assistant positions in the amount of \$273,000
- Add assistant winter cheerleading coach in the amount of \$3,301
- Add special education computers in the amount of \$4,800
- Add funding for staff training and conferences in the amount of \$50,000
- Add curriculum writing position in the amount of \$31,033
- Add 1/3 of communication system in the amount of \$168,116

Upon call of the roll, the motion to amend the budget as presented to include the items listed above carried with five members voting in favor and Messrs. Blandino, Donnadio, and Gillette voting against.

ADMINISTRATIVE

A motion was made by Mr. Paget and seconded by Mr. Gillette 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-1*

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>	0142.1	Nepotism
<i>IV-C</i>	1510	Rights of Persons with Handicaps or Disabilities – Policy on Non-Discrimination
<i>IV-D</i>	1530	Equal Employment Opportunities
<i>IV-E</i>	2200	Curriculum Content
<i>IV-F</i>	2460	Special Education
<i>IV-G</i>	2467	Surrogate Parents and Foster Parents
<i>IV-H</i>	5320	Immunizations
<i>IV-I</i>	5331	Management of Life-Threatening Allergies in Schools
<i>IV-J</i>	5512.01	Harassment, Intimidation and Bullying
<i>IV-K</i>	8462	Reporting Potentially Missing or Abused Children

The policy committee has recommended the following policies be abolished:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-L</i>	1551	Nepotism
<i>IV-M</i>	8464	Missing Children

Approve Field Trip Destinations as Listed:

The Crayola Factory, Easton, PA
 Crossroads South Middle School, South Brunswick, NJ
 Royle Elementary School, Darien, CT
 New Rochelle High School, New Rochelle, NY
 The Harvey School, Katonah, NY
 Parsippany PAL Smith Field, Parsippany, NJ
 Brookdale Park, Montclair, NJ
 New Rochelle High School, New Rochelle, NY
 Watsessing Park, Bloomfield, NJ
 Ralph Stover State Park, Point Pleasant, PA
 The New Jersey Marine Sciences Consortium, Sandy Hook Field Station, Fort Hancock, NJ
 Cedar Hill Club, Somerset, NJ

Acceptance of Donations

Accept the following donations:

<u>Donor</u>	<u>Description</u>
Mr. Erick Kasner/ Hood Finishing Products	Supplies and equipment for Hillsborough High School wood technology classes.

Acceptance of Grant Resolution

Approve the following resolution regarding grant funding for a school facilities project:

WHEREAS, the district applied for state funding for the window replacement project at Woodfern Elementary School; and

WHEREAS, the NJ State Department of Education has issued notification to the district that this project does qualify as a school facilities project eligible for State support under the Act; and

WHEREAS, the State share of 40% of the preliminary eligible cost has been determined to be \$156,329; and

WHEREAS, the district is required to notify the NJ State Department of Education their selection of funding and whether it accepts the State's determination.

NOW, THEREFORE BE IT RESOLVED, that the Hillsborough Township Board of Education accepts the State's preliminary eligible cost of \$156,329 and selects the grant option for funding on the window replacement project at Woodfern Elementary School (State project #2170-080-09-1001).

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

Approve the Professional Travel Related Expenses as Listed:

A motion was made by Mr. Paget and seconded by Mr. Lin that the board of education approve the Professional Travel Related Expenses as listed on *Schedule IV- A-2*

Upon call of the roll, the motion carried with six members voting in favor and Messrs. Blandino and Donnadio voting against.

INFORMATIONAL

Emergency drills were held during the month of February as follows:

School	Dates	Times
Amsterdam School	February 9, 2009	1 minute
	February 25, 2009	2 minutes
Auten Road Intermediate	February 9, 2009	1 minute 52 seconds
	February 11, 2009	2 minutes 2 seconds
Hillsborough Elementary	February 25, 2009	1 minute 20 seconds
	February 27, 2009	1 minute
Sunnymead School	February 9, 2009	1 minute 20 seconds
	February 24, 2009	1 minute 16 seconds
Triangle Elementary	February 9, 2009	1 minute 44 seconds
	February 11, 2009	1 minute 46 seconds
Woodfern Elementary	February 19, 2009	1 minute 20 seconds
	February 25, 2009	56 seconds
Woods Road Elementary	February 2, 2009	1 minute 10 seconds
	February 9, 2009	2 minutes 30 seconds
Hillsborough Middle School	February 2, 2009	2 minutes 15 seconds
	February 19, 2009	2 minutes 28 seconds
Hillsborough High School	February 11, 2009	3 minutes 10 seconds
	February 26, 2009	3 minutes 22 seconds

Lockdown drills were held during the month of February as follows:

Hillsborough Middle School – November 14, 2009 and January 30, 2009

Bus evacuation drills were held during the month of February as follows:

Hillsborough Middle School – November 20, 2009

Old Business

Mr. Donnadio asked if anything has been done regarding request for proposals for professional services where the board would set the rate that it was willing to pay.

Announcements by the President

None

Adjournment

A motion was made by Mr. Paget and seconded by Mr. Gillette to adjourn the regular meeting at 12:05 a.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Aiman Mahmoud
School Business Administrator/
Board Secretary