

Hillsborough Township Public Schools
Hillsborough, New Jersey

Organization/Regular Public Meeting

Tuesday, April 28, 2009

ACTION AGENDA

I. CURRICULUM & INSTRUCTION

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

A. Approve a Motion to Accept the Following Grant Award Funds:

Grant	Amount
Rider University – Hillsborough Science Phase II Professional Learning Community Grant	\$13,000.00

B. Approve a Motion to Accept the Following Grant Application:

Grant	Amount
Secure our Schools Matching Grant	\$24,456.90/48,913.90

C. Approve the following Textbooks for General Music

- a. Making Music – Big Book – Grades Kg-1
- b. Making Music – Grades 2-3
- c. Making Music – Audio CD Package – Grade 4
- d. Making Music – Grades 5, 7, 8

D. Approve the following Revised Curriculum

- a. Instrumental Music – Grades 7-8

E. Approve the following New Course Proposal

- a. General Music – Grades 9-12

E. Carryover Applications

Approve the following carryover applications for FY 09:

<u>Grant</u>	<u>Amount</u>
IDEA Part B, Basic	\$79,228.00
IDEA Part B, Preschool	\$2,852.00

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
Lisa Burgos	Amsterdam	Grade 1 Teacher	Resignation	6/30/2009	9/1/2006 – 6/30/2009
Robert Donovan	High School	Ice Hockey Coach	Resignation	6/30/2009	11/19/2007 - 6/30/2009
Leta Gilbert	Auten Road Intermediate	Grade 6 Teacher	Resignation	6/30/2009	9/1/2004 – 6/30/2009
Lillian Grillo	Middle School	Grade 7/Science Teacher	Resignation	6/30/2009	9/1/2008 – 6/30/2009
John Hajdu	High School	Math Teacher	Resignation	6/30/2009	9/1/2006 - 6/30/2009
Karen Raia	Auten Road Intermediate	Grade 5 Teacher	Resignation	6/30/2009	9/1/1999 – 6/30/2009
Laura Sargent	Woods Road	Grade 1 Teacher	Resignation	6/30/2009	10/17/2006 – 6/30/2009
Tracy Stephens	Woods Road	Transitional Primary Teacher	Resignation	6/30/2009	9/1/2003 – 6/30/2009

B. Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Michele Binkley	Woods Road	Special Ed./Resource	Disability/Family LOA	6/15/2009 – 6/30/2009, 9/14/2009 – 10/23/2009
Allison England	Auten Road Intermediate	Grade 6 Teacher	Family LOA	5/4/2009 – 6/30/2009, 9/8/2009 – 10/16/2009
Jane Eilbacher	Auten Road Intermediate	LTS – Art Teacher	Unpaid LOA	4/20/2009 – 5/1/2009
Stacy Gerst	High School	English Teacher	Child Care LOA	9/1/2009 – 6/30/2010
Julia Haran	High School	Music Teacher	Family LOA	4/2/2009 – 5/8/2009
Kathleen Holmlund	Amsterdam	Transitional Primary Teacher	Disability/Family LOA	9/8/2009 – 12/18/2009
Thea Pally	Woods Road	Special Ed./Resource Teacher	Unpaid LOA	9/1/2009 – 6/30/2010
Virendra Shah	High School	Math Teacher	Family LOA	4/14/2009 – 5/1/2009
Viktoria Wargo	Woodfern	Special Ed./Autism Teacher	Disability/Family LOA	9/8/2009 – 12/11/2009

C. Revised Leaves of Absence

Name	Location	Position	Type of Leave	From Effective Date	To Effective Date
Karen Hoffman	Auten Road Intermediate	Reading Specialist	Disability	2/25/2009 – 3/31/2009	2/25/2009 – 6/30/2009

D. Revised Long Term Substitute

Name	Location	Position	Replacing	Effective
Allison Davis	Hillsborough Elementary	LTS - Grade 3 Teacher	Fran Carnes	3/3/2009 – 5/7/2009
Drisana McFadden	Auten Road Intermediate	LTS - Grade 6 Teacher	Karen Hoffman	2/23/2009 – 6/30/2009

E. Transfer/Change in Position

Name	Position	From	To	Effective
Andrzej Paluchniak	Head Custodian	Sunnymead School	Middle School	7/1/2009 – 6/30/2010
Tracy Passalacqua	Instructional Asst.	High School	Woodfern School	3/23/2009 – 6/30/2009
Lisa Swedler	Instructional Asst.	High School	Amsterdam School	3/23/2009 – 6/30/2009

F. Group Change

Name	Position	Location	From	To	Effective
Timothy Zavacki	Industrial Technology	High School	BA+15 Step 8	BA+30 Step 8	2/1/2009

G. 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
Sheila Curran	LTS – Grade 6/Math Teacher	Auten Road Intermediate	Allison England	5/4/2009 – 6/30/2009
Jane Eilbacher	LTS – Art Teacher	Auten Road	Pamela Rich	3/17/2009 – 6/30/2009

Name	Position	Location	Replacing	Effective
		Intermediate		

Substitutes

Teachers - \$80/day			
Kerrie Anczarki	John Cassidy	Debra Grouss	Elizabeth Kirsch
Helen Machat	James Nobilio	Christine Parolise	Patricia Peck
Corey Schrier	Breanne Swedler	Despene Stough	Katharine Capra

Instructional Assistant - \$80/day	Bus Aides - \$19.06/hour	Secretary - \$10.25/hour	Lunch Aides - \$7.90/hour
Elizabeth Kirsch	Anne Rorke	Nancy Orzel	Melissa Neary
Helen Machat			Nancy Orzel
Patricia Peck			Anne Rorke

Mentors

Mentor	Mentee
Debbie Nawrotzki	Sheila Curran

H. Student Teaching

Name	University	Grade Level/Subject Area	School	Effective	Cooperating Administrator/Teacher
Michael Corby	The College of New Jersey	Grades 9 -12 Math	High School	1/19/2010 – 5/7/2010	Jane Staats
Christine DeMarco	The College of New Jersey	Grade 8 Literacy	Middle School	1/19/2010 – 5/7/2010	Meredith Hart
Beth Braddock	The College of New Jersey	Grade 7 Literacy	Middle School	9/8/2009 – 12/18/2009	Christopher Maslonka
Nicole Cecchetti	The College of New Jersey	Grades 7&8 Health & Physical Education	Middle School	10/26/2009-12/18/2009	Jennifer Puritz and Gina Kay
Nicole Cecchetti	The College of New Jersey	Physical Education	Auten Road Intermediate	9/8/2009 – 10/23/2009	Jodie Picca
Christel Wohlafka	The College of New Jersey	Grade 7 - Math	Middle School	1/19/2010 – 5/7/2010	Tina Pikulin

Name	University	Grade Level/Subject Area	School	Effective	Cooperating Administrator/Teacher
Jaelyn Rich	The College of New Jersey	Grade 8 – Math	Middle School	9/8/09 – 12/18/09	Paula Dubyna
Matthew Frohnhoefer	Rutgers University	9 – 12 Social Studies	High School	9/3/2009 – 12/23/2009	Robert Herman
Rachel Marsiglia	The College of New Jersey	Grade 5	Auten Road Intermediate	9/8/2009 – 12/18/2009	Robert Massaroni
Nickolas Moustakas	The College of New Jersey	Physical Education	Auten Road Intermediate	1/19/2010 – 3/5/2010	Sylvia Scozzari
Caitlin Ghazi	The College of New Jersey	Special Education	Auten Road Intermediate	1/19/2010 – 3/12/2010	Jean Bates
Caitlin Ghazi	The College of New Jersey	Grade 4	Amsterdam	3/15/2010 – 5/7/2010	Jennifer Hazel
John Vitale	Fairleigh Dickenson Univ.	Grades 9-12 Social Studies	High School	9/8/2009 – 12/23/2009	Bernadette Coyle
Arielle Finamore	The College of New Jersey	Art	Woods Road	9/8/2009 – 10/23/2009	Roberta Vladimer
Carla Roman	Fairleigh Dickenson Univ.	Grade 1	Hillsborough Elementary	9/8/2009 – 12/23/2009	Pamela Coscia

I. Renewal of Contracts for First Year Certificated Staff

Approve the re-employment and tentative assignments for the first year certificated staff members hired on or before September 30, 2008, for the 2009-2010 school year as listed on *Schedule II-A*.

J. Renewal of Contracts for Second Year Certificated Staff

Approve the re-employment and tentative assignments for the second year certificated staff members for the 2009-2010 school year, as listed on *Schedule II-B*.

K. Renewal of Contracts for Third Year Certificated Staff and Staff holding Non-Citizen and Emergency Certificates

Approve the re-employment and tentative assignments for the third year certificated staff, and staff holding non-citizen and emergency certification for the 2009-2010 school year, as listed on *Schedule II-C*.

L. Special Education Summer Extended School Year Program

Approve the employment of the special education extended school year program positions as listed on *Schedule II-D*.

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 March 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: \$10,132,425.08

C. Line Item Transfers

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

D. PERS Pension Obligation Deferral

Approve the following resolution:

WHEREAS, the Legislature passed and the Governor signed S-15 as Chapter 22, P.L. 2009 that reduces the State Aid for the Hillsborough Township school district for the 2008-2009 school by an amount approximating \$312,866;

AND WHEREAS, the Legislature passed and the Governor signed S-21 as Chapter 19, P.L. 2009 that provides school districts with two options concerning their obligation to pay the Public Employees Retirement System, namely payment in full by April 30, 2009, or payment of one-half of the pension obligation by April 30, 2009;

AND WHEREAS, payment of one-half of the pension obligation requires the district to apply for a deferral schedule which will start in April 2012 and continue for 15 years to repay the deferred portion to the retirement system;

AND WHEREAS, deferred payments are subject to normal actuarial growth on accrued liabilities of the pension system, which most recently was a rate of 8.25%;

AND WHEREAS, the School Business Administrator has reviewed the cash flow needs of the Hillsborough Township school district, the surplus balance position of the district, and the impact of the deferral on future budgets if the district should elect to take the deferral or reject the deferral;

NOW BE IT RESOLVED by the Hillsborough Township Board of Education that:
It hereby rejects the offer of a deferral by the New Jersey Public Employees Retirement System and authorizes the School Business Administrator to pay the 2009 PERS pension obligation in full before April 30, 2009.

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 second 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>	5320	Immunizations
<i>IV-G</i>	5331	Management of Life-Threatening Allergies in Schools
<i>IV-H</i>	5512.01	Harassment, Intimidation and Bullying
<i>IV-I</i>	8462	Reporting Potentially Missing or Abused Children

C. Amend the 2008-2009 District Calendar

Approve the amendment of the 2008-2009 district calendar to include the use of the remaining emergency day on Friday, May 22, 2009. The district will be closed on that day.

D. Approve Field Trip Destinations as Listed:

- Green Meadows Farm, Hazlet, NJ
- Federal Reserve Bank, New York
- The Museum of American Finance, New York
- Montgomery Cinema, Skillman, NJ
- Bridgewater Middle School, Bridgewater, NJ
- Howell Farms, Titusville, NJ
- Hillsborough Municipal Building, Hillsborough, NJ
- Famous Dave's Restaurant, Hillsborough, NJ
- Eastern State Penitentiary, Philadelphia, PA
- Animal Alliance, Hopewell, NJ

E. Approve Overnight Trip as Listed

School	Group/Team	Destination	Dates	Schedule
HHS	Math League	American Regions Math League Competition State College, PA	5/29/09 – 5/30/09	<i>IV-J</i>

F. Approve the Comprehensive Equity Plan Statement of Assurance

Approve the Comprehensive Equity Plan Annual Statement of Assurance for 2009-2010 as kept on file in the assistant superintendent's office.

G. Authorize Request for Elementary Behavioral Disabilities Class

Authorize a request to the Somerset County Executive Superintendent to approve an elementary behavioral disabilities class.

H. Acceptance of Donations

Accept the following donations:

<u>Donor</u>	<u>Description</u>
Cathy Timko	<u>For ARIS Music Department</u> 1 Selmer Oboe Serial #F7990 1 Selmer Bundy Oboe Serial #5596 1 Yamaha Clarinet Serial #215083A 1 Box of Clarinet Reeds 1 Clarinet Care Kit 1 SD10K Snare Kit
Country Classics	Kiln and 4 white boards for Amsterdam School
Charlene Weicksel	Dell Projector 1409X and two additional projector bulbs for the vocal music room at Triangle School
Dell	PowerEdge™ Server

V. INFORMATIONAL

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

School	Dates	Times
Amsterdam School	March 10, 2009 March 13, 2009 March 20, 2009	2 minutes 20 minutes (extended drill) 10 minutes (extended drill)
Auten Road Intermediate	March 13, 2009 March 18, 2009	2 minutes 2 seconds 1 minute 58 seconds
Hillsborough Elementary	March 27, 2009 March 31, 2009	1 minute 10 seconds 1 minute 5 seconds

School	Dates	Times
Sunnymead School	March 6, 2009	1 minute 12 seconds
	March 25, 2009	1 minute 12 seconds
Triangle Elementary	March 16, 2009	1 minute 46 seconds
	March 25, 2009	1 minute 45 seconds
Woodfern Elementary	March 16, 2009	1 minute 20 seconds
	March 30, 2009	57 seconds
Woods Road Elementary	March 18, 2009	1 minute 35 seconds
	March 25, 2009	1 minute 40 seconds
Hillsborough Middle School	March 23, 2009	2 minutes 19 seconds
	March 25, 2009	2 minutes 20 seconds
Hillsborough High School	March 16, 2009	3 minutes 20 seconds
	March 31, 2009	3 minutes 5 seconds

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

Amsterdam School – March 10, 2009

Hillsborough Elementary School – March 5, 2009