

WORK/SPECIAL MEETING  
OF THE  
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION  
May 5, 2008

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, May 5, 2008 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 May 2, 2008. 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 Blandino, John Donnadio, Gregory Gillette, Judith C. Haas, Neil Hudes, David T. Lin, Steven D. Paget, Marc J. Rosenberg, and Wolfgang Schneider

MEMBERS ABSENT: None

ALSO PRESENT: Dr. Edward Forsthoffer, III, Superintendent of Schools, Dr. Lisa M. Antunes, Assistant Superintendent of Schools, and Mr. Aiman Mahmoud, School Business Administrator/Board Secretary

Board Recognition:

Dr. Forsthoffer noted that he and Mr. Lin recently attended the Somerset County School Boards Association Student Recognition dinner and noted that there were two Hillsborough Township students that received an award that evening. He then asked Mr. Lin to speak on behalf of the board. Mr. Lin congratulated the two students and their families for their outstanding accomplishments.

Dr. Forsthoffer then introduced Ms. Karen Bingert, high school principal, who in turn introduced the high school recipient of this prestigious award, Janice Jeschke. Ms. Bingert spoke of Janice's many accomplishments.

Dr. Forsthoffer then invited Dr. Trybulski, middle school principal, to speak about the middle school's recipient.

Dr. Trybulski introduced Thomas Cibeli and spoke of his many accomplishments.

Dr. Forsthoffer congratulated both students for these awards.

Dr. Trybulski also introduced Tashan Marak and congratulated him on being awarded the Paul Roberson Youth Achievement Award from the Raritan Valley Community College which was established to recognize outstanding African-American students. He spoke of Tashan's many accomplishments.

Dr. Trybulski then invited Middle School Student Assistance Counselor, Ms. Mahler, who gave a presentation on three peer leadership programs which she is responsible for:

- The Student Leadership Corp
- PRIDE (Peers respecting individual differences everyday)
- REBEL 2 (Reaching everyone by exposing lies)

Ms. Mahler presented a PowerPoint presentation describing the programs and showed pictures of activities which highlighted the programs.

She invited each of the groups to come forward to be recognized.

Dr. Forsthoffer congratulated the students and asked Dr. Trybulski and Ms. Mahler to extend his and the Board's gratitude to the co-advisers for these groups.

President Hudes recognized the High School Wind Ensemble performance at the New Jersey Band Conference held at The College of New Jersey. He stated that it was a phenomenal event. The Hillsborough band was impressive and put on an incredible experience. He also recognized the Spirit Night event at the high school and said that this is an experience that parents should take part in.

#### Committee Reports

##### Policy Committee

Mr. Rosenberg, policy committee chairperson, reported that the Policy committee has not met but will be meeting later this week.

##### Curriculum Committee

Mr. Schneider, curriculum committee chairperson, reported that the curriculum committee has not met but will be scheduling a meeting soon.

Personnel Committee

Mr. Lin, personnel committee chairperson, reported that the personnel committee has met twice since the last meeting and discussed a number of issues including the non-affiliated employees' salaries and vacancies within the district.

Facilities Committee

Mr. Blandino, facilities committee chairperson, reported that the committee met on April 18 and discussed an issue regarding Hillsborough Elementary School.

Special Projects Committee

Mr. Donnadio, special project committee chairperson, reported that the committee met twice recently and discussed timelines for developing the district's annual goals and objectives and the long-term strategic plan. The annual goals and objectives will be worked on over the summer. The committee agreed to communicate with New Jersey School Boards through email this year. They will also solicit input from board members through email. The strategic plan will be delayed until the results of NJ QSAC are complete, since these results will be the driving force in developing the strategic plan.

Negotiations Committee

Mr. Paget, negotiations committee chairperson, reported that the committee met with the Hillsborough Education Association on May 1<sup>st</sup> and will be meeting again tomorrow May 6.

Finance Committee

Mr. Gillette, finance committee chairperson, reported that the committee met on April 18 and discussed the update on the insurance broker of record and the results of the Request for Qualifications for attorney and auditor.

Communications Committee

Ms. Haas, communications committee chairperson, reported that the committee will be meeting next week.

Time was allowed for questions and comments from the board and public on committee reports.

Mr. Jordan questioned how short of 100% staffed is the district.

Dr. Forsthoffer responded by stating that we are never 100% staffed due to resignations. At this time we are approximately 97% staffed.

Mr. Jordan asked if the district conducted exit interviews.

Dr. Forsthoffer responded by stating that we do interview all departing staff members.

Mr. Jordan asked if we interview those who are changing assignments but staying in district.

Dr. Forsthoffer stated that we do not.

Mr. Jordan asked if we conduct a survey of employees to gauge their satisfaction or a 180 survey.

Dr. Forsthoffer responded by stating that he visits the schools and informally speaks with any employee who wishes to speak with him. We do send a document to the staff in February asking employees what they would like to do in the next year.

Mr. Hudes asked that Mr. Lin and the personnel committee consider an employee satisfaction survey.

Mr. Jordan asked the finance committee if the administration is going to start the budget process earlier this year.

Mr. Mahmoud stated that we have not yet started the process but he will have that discussion with Mr. Gillette.

Mr. Blandino asked about the effectiveness of the new cell phone policy.

Dr. Forsthoffer said that he does not yet have any numbers on that.

Mr. Rosenberg stated that they will discuss the cell phone policy at the next policy committee meeting.

Mr. Blandino asked for an update on the proposed banning of energy drinks at the middle school since he was not in attendance at the last board meeting.

Dr. Forsthoffer stated that they are currently banned at the middle school and that the policy committee will be discussing this issue at their next meeting.

Mr. Blandino asked if our broker of record, HRH, is handling any insurance lines other than medical, dental, prescription, and vision.

Mr. Mahmoud stated that those are the only lines that HRH is handling for the district.

Mr. Blandino then asked if HRH marketed our business to any carriers other than CIGNA.

Mr. Mahmoud stated that they did negotiate with Horizon as well as CIGNA and that CIGNA came back with the best rate for the district.

Mr. Blandino stated that he wants to ensure that all of our lines be marketed to more carriers next year. He wants to be sure that there is a full and proper solicitation to all carriers.

Dr. Forsthoffer responded by stating that our former broker did market our lines to each of the carriers and only two were in the ballpark so as a result HRH was charged with negotiating with those carriers.

Mr. Donnadio asked about the grant application for the random drug testing policy. He wanted to know if the grant could be used to determine the effectiveness of the drug testing policy.

Dr. Antunes responded by stating that a limitation of the grant is that it cannot be used to determine the effectiveness of the policy.

Mr. Donnadio then asked if we could have one of our committees conduct a study on the effectiveness of this policy.

President Hudes stated that we should establish a baseline and then assess the effectiveness of the policy.

Mr. Rosenberg stated that the policy is in place and is implemented by the administration. He stated that it is the administration's responsibility to report back to the board on the effectiveness of this policy.

Mr. Donnadio stated that Dr. Brady from Hunterdon Central reported that they did not have any quantitative data to judge the effectiveness of their policy. He would like to see something in place that would measure the effectiveness of the new policy.

President Hudes said that he thought she did present data that showed their policy was an effective policy. Mr. Hudes also stated that it may be appropriate to conduct a new survey in Hillsborough since the data from our previous survey is old and some of those students will no longer be in the school system. This would help in establishing a baseline for measuring the new policy as it goes into effect.

President Hudes asked if the administration views the results of the exit interviews.

Dr. Forsthoffer stated that Mr. Rocco, director of human resources, will do an end-of-the year report that will be given to the personnel committee.

#### Review of the April Minutes

The board reviewed the minutes of the public work session held on April 7, 2008 and the April 21 regular meeting.

There were two slight modifications made to the April 21 minutes.

The board reviewed the minutes from the executive sessions held on April 7 and April 21.

There were no changes or modifications.

The board will act on the approval of all April minutes at the May regular meeting.

#### Other Business from the Board and Public

Mr. Jordan stated that we saw a small portion of the recognition that could go on each day as a result of the programs that are run in our schools. We go above and beyond what is required by a school district with the programs that are run here in Hillsborough.

Mr. Jordan also stated that he was disappointed that the budget only passed by 26 votes.

Mr. Donnadio, legislative liaison, informed the board that the speaker of the general assembly is proposing a recommendation that would change the date of the school board elections from April to the November general election.

#### Executive Session

A motion was made by Mr. Blandino and seconded by Mr. Donnadio that the board adopt a resolution to go into executive session at adjournment.

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 matter to be discussed is the status of contract negotiations with the Hillsborough Education Association.
2. The matter 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.

Action Agenda

Public Comments

None

PERSONNEL

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

Resignations

Sophia Van Ess, principal, Auten Road Intermediate School, effective June 30, 2008.

Appointments - 2007-2008

Approve the appointment of the following personnel for the 2007-2008 school year.

Instructional Assistant

Kathy Raichel, .5 instructional assistant, Triangle School, effective May 6, 2008 through June 30, 2008, new position.

SALARY: \$23,300 PRORATED

Step 1

Renewal of Contracts for all Non Represented Employees 2008-2009

Approve the re-employment and tentative assignments for all non-represented employees for the 2008-2009 school year, as listed on *Schedule A*.

Transfers/Change in Appointment 2008-2009

\*2008-2009 salaries subject to adjustment upon completion of negotiations between the HEA and HBOE. Proper step on guide will then be determined.

Michele Costello, from special education/autism teacher, Woodfern School to special education/resource center teacher, Woodfern School, effective September 1, 2008 through June 30, 2009 replacing J. Verkade (resigned).

\*SALARY: \$52,032 MA+15 \*STEP 3

Heather DiBenedetto, from special education/resource center teacher, Hillsborough Middle School, to special education/LLD teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$47,812 BA \*STEP 5

Linda Glincceman, from writing teacher, Triangle School, to grade 5 teacher, Auten Road Intermediate School, effective September 1, 2008 through June 30, 2009, replacing R. Rist (resigned).

\*SALARY: \$72,900 MA \*STEP 20

Kelly Gorel, from grade 5 general music teacher, Auten Road Intermediate School, to grade 5 instrumental music teacher, Auten Road Intermediate School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$47,812 BA \*Step 5

Kathy Kaminski, from special education/autism teacher, Woods Road School, to behavior specialist, district, effective September 1, 2008 through June 30, 2009 (new position).

\*SALARY: \$67,280 BA+15 \*STEP 19

Maggie Krick, from .667 vocal music teacher, Woods Road School, to full time vocal music teacher, Woods Road School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$66,020 BA \*STEP 17

Marie Lo, from strings music teacher, Hillsborough High School/Hillsborough Middle School, to strings music teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$47,012 BA \*Step 3

Julia Lytwyn, from special education/autism teacher, Hillsborough High School to special education/autism teacher, Woodfern School effective September 1, 2008 through June 30, 2009, replacing M. Costello (in district transfer).

\*SALARY: \$45,412 BA \*STEP 1

Renee Meyers, from grade 3 teacher, Triangle School, to writing teacher, Triangle School, effective September 1, 2008 through June 30, 2009, replacing N. Glincceman (in district transfer).

\*SALARY: \$61,202 MA \*STEP 12



Marybeth Miele, from grade 1 teacher, Woods Road School, to transitional primary teacher, Woods Road School, effective September 1, 2008 through June 30, 2009 (building reorganization).

\*SALARY: \$49,072 BA+15 \*Step 5

Melinda Mulrine, from 10 month .5 clerical assistant/.5 secretary, Hillsborough High School, to 10 month secretary, Hillsborough High School, effective September 1, 2008 through June 30, 2009, replacing Maureen Uniskiewicz (in district transfer).

\*SALARY: \$34,425 \*STEP 15

Clare Murphy, from grade 3 teacher, Woods Road School, to grade 2 teacher, Woods Road School, effective September 1, 2008 through June 30, 2009 (building reorganization).

\*SALARY: \$56,862 MA+30 \*STEP 8

Jamie Pallas, from instrumental music teacher, Auten Road Intermediate School, to instrumental music teacher, Hillsborough High School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$47,812 BA \*STEP 5

Virginia Perrotti, from special education/resource center teacher, Hillsborough High School to LDTC, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 replacing D. Landon (in district transfer).

\*SALARY: \$55,802 MA+30 \*STEP 7

Jacqueline Printon, from .5 social worker, Hillsborough Elementary School, to full time social worker, Hillsborough Elementary School, effective September 1, 2008 through June 30, 2009 (new position).

\*SALARY: \$48,458 MA \*STEP 4

Eric Rosenthal, from .5 health and physical education teacher, Hillsborough High School, to full time health and physical education teacher, Hillsborough High School, effective September 1, 2008 through June 30, 2009 (new position).

\*SALARY: \$45,412 BA \*Step 1

Cushla Rullo, from special education/LLD teacher, Hillsborough Middle School, to special education/resource center teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$71,040 MA+15 \*STEP 18

Barrie Scheer, from general music teacher, Auten Road Intermediate School/Woods Road School, to general music teacher, Auten Road Intermediate School, effective September 1, 2008 through June 30, 2009 (reorganization of staff).

\*SALARY: \$48,942 BA+30 \*STEP 3

Maureen Uniskiewicz, from 10 month secretary, Hillsborough High School, to 10 month secretary, Hillsborough High School, effective September 1, 2008 through June 30, 2009, replacing Margaret Hewitt (retired).

\*SALARY: \$37,603

\*STEP: 19

#### 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.

\*2008-2009 salaries subject to adjustment upon completion of negotiations between the HEA and HBOE. Proper step on guide will then be determined.

#### Teachers

Michelle Battaglia, grade 3 teacher, Triangle School, effective September 1, 2008 through June 30, 2009, replacing R. Meyers (in district transfer).

\*SALARY:\$47,812

BA

\*Step 5

Tracy Rood, special education teacher, Triangle School, effective September 1, 2008 through June 30, 2009, replacing S. Dumas (resigned).

\*SALARY: \$45,412

BA

\*STEP 1

\*Scott Rourke, health & physical education teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 replacing J. Panzarella (resigned).

\*SALARY: \$60,082

MA+30

\*Step 10

Nicole Shahinian, speech language specialist, Triangle School, effective September 1, 2008 through June 30, 2009 replacing L. Ferretti (non-renewed).

\*SALARY:\$50,392

MA

\*Step 3

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

#### Adjournment

A motion was made by Mr. Donnadio and seconded by Mr. Paget to adjourn the meeting at 8:36 pm.

Upon call of the question, the motion carried unanimously.

At this time, the board convened in executive session.

Respectfully submitted,

Aiman Mahmoud  
School Business Administrator/  
Board Secretary