

**Special Work Meeting**

Monday, June 14, 2010

**ACTION AGENDA**

I. CURRICULUM & INSTRUCTION

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

1. Approve the following new Curriculum:
  - a. Financial Literacy – Grades 9-12
2. Approve the following revised Music Curriculum:
  - b. General Music – Grade 8
  - c. Instrumental Music – Grades 9 – 12
  - d. Choral Music – Grade 9 – 12
  - e. Photography – Grades 9 – 12
  - f. Advanced Photography – Grades 9 – 12
  - g. Digital Photography – Grades 9 – 12
  - h. Art – Grade 8
3. Approve the following revised Mathematics Curriculum:
  - i. Algebra I – Grades 7 – 9
4. Approve the following novels/texts:

<u>Title</u>	<u>Authors</u>	<u>Publisher</u>	<u>Date</u>	<u>Grades</u>	<u>Subject</u>
<u>Personal Financial Literacy</u>	Kimbrell, G. & Dungan, N.	EMC Publishing	2009	9-12	
<u>Jeremy Fink and the Meaning of Life</u>	Mass, W.	Little Brown & Co.	2006	7-8	Literacy
<u>How to Read Literature Like a Professor</u> <b>(Summer Read)</b>	Foster, T.	Harper	2003	12	English

## 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>
Forsthoffer, Edward	District	Superintendent	Resignation	8/24/2010	8/7/2007 – 8/24/2010
Krupa, Cecylia	Middle School	Custodian	Retirement	9/1/2010	2/27/2001 – 8/31/2010
Krupa, Roman	Sunnymead School	Custodian	Retirement	9/1/2010	3/1/2001 – 8/31/2010
Liscinski, Linda	Woods Road School	.571 Clerical Assistant	Retirement	1/1/2011	9/1/1992 – 12/31/2010
Wilk, Julia	Woodfern School	Special Ed. Teacher	Resignation	6/30/2010	9/1/2007 – 6/23/2010

### B. Termination of Contract

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Reason</b>	<b>Effective Date</b>	<b>Dates of Employment</b>
Gray, Richard	District	Maintenance/Grounds	Termination	6/30/2010	7/29/1991 – 6/30/2010

### C. Leave of Absence

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>Dates of Leave</b>
Battista, Jennifer	Middle School	Literacy teacher	Disability/FMLA	11/8/2010 – 3/20/2011
Cunnane, Bridget	Woods Road School	Special Ed. teacher	FMLA	9/7/2010 – 11/24/2010
Desai, Mona	Amsterdam School	Grade 4 teacher	Unpaid LOA	9/2/2010 – 6/60/2011
Doyal, Kristin	Sunnymead School	Special Ed. teacher	FMLA/CCLOA	9/2/2010 – 1/28/2011
Gorel, Kelly	Auten Road Intermediate School	Music teacher	FMLA/CCLOA	9/2/2010 – 12/23/2010
Hannum, Jill	Triangle School	Grade 2 teacher	FMLA	9/7/2010 – 10/29/2010
Hazall, Jennifer	Amsterdam School	Grade 4 teacher	FMLA/CCLOA	9/2/2010 – 6/30/2011
Kraucheunas, Maura	Auten Road Intermediate School	Special Ed. teacher	FMLA	9/7/2010 – 11/24/2010
Nami, Susan	Middle School	Literacy teacher	FMLA	9/2/2010 – 10/22/2010
Penyak, Tara	Hillsborough Elementary School	World Language teacher	FMLA	9/6/2010 – 10/28/2010
Pino, Anna	Auten Road Intermediate School	H&PE teacher	Disability/FMLA	9/2/2010 – 1/11/2011
Robinson, Rebecca	Woods Road School	Special Ed. teacher	FMLA	9/2/2010 – 11/12/2010

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>Dates of Leave</b>
Smith, Moira	High School	Math teacher	FMLA	9/7/2010 – 10/29/2010
Zygmunt, Krista	Middle School	Literacy teacher	FMLA/CCLOA	9/2/2010 – 6/30/2011

**D. Revised Leave of Absence**

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>From Effective</b>	<b>To Effective</b>
Hoffman, Karen	Auten Road Intermediate School	Grade 6 teacher	Disability LOA	5/12/2010 – 6/23/2010	5/12/2010 – 5/31/2010
Kuhn, Julie	Hillsborough Elementary School	Instructional Assistant	FMLA	4/26/2010 – 6/4/2010	4/26/2010 - 6/23/2010
Pociask, Marni	Auten Road Intermediate School	Grade 5 teacher	Disability/FMLA	2/1/2010 – 6/23/2010	2/1/2010 – 6/7/2010

**E. Revised Long Term Substitutes**

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>From Effective</b>	<b>To Effective</b>
Papinchak, Kelley	Auten Road Intermediate School	LTS – Grade 6 teacher	Marni Pociask (LOA)	2/1/2010 – 6/23/2010	2/1/2010 – 6/7/2010

**F. Appointments 2010-2011**

Approve the appointment of the following personnel for the 2010-2011 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>
Jones, Kristin	Amsterdam School	.5 Special Ed. teacher	Larissa McAloon (resignation)	9/2/2010 – 6/30/2011
Kuboski, Courtney	Triangle School	.5 Special Ed. teacher	Larissa McAloon (resignation)	9/2/2010 – 6/30/2011

Long Term Substitute

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Newell, Jessica	Amsterdam School	Grade 4 - LTS	Mona Desai (LOA)	9/2/2010 – 6/30/2011
Smith (Davey), Ashley	Middle School	Literacy - LTS	Susan Nami (LOA)	9/2/2010 – 10/22/2010
Smith (Davey), Ashley	Middle School	Literacy - LTS	Jennifer Battista (LOA)	11/9/2010 – 3/29/2011
Veltri, Dina	Middle School	Literacy – LTS	Krista Zygmunt (LOA)	9/2/2010 – 6/30/2011

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Replacing</b>	<b>Effective</b>
Verbyst, Elizabeth	Amsterdam School	Grade 4 – LTS	Jennifer Hazall (LOA)	9/2/2010 – 6/30/2011

Student Teachers

<b>Name</b>	<b>University</b>	<b>Grade/Subject Area</b>	<b>School</b>	<b>Effective</b>	<b>Cooperating Teacher</b>
Chan, Tiffany	Rutgers University	Elementary- Grade 2	Amsterdam School	9/7/2010 – 11/3/2010	Paula Pfriender
Chaudhuri, Anindita	Pace University	Psychology Practicum	High School	9/7/2010 – 6/30/2011	Pat Colontino
Miller, Marissa	SUNY Downstate Medical Center	Occupational Therapist	Triangle School	9/7/2010 – 12/30/2010	Karen Siegel
Peterson, Michelle	Rutgers University	9-12 Social Studies	High School	9/7/2010 – 12/20/2010	Joan Sheridan
Thompson, Brennan	The College of New Jersey	Elementary – Grade 5, Special Education	Auten Road Intermediate School	11/1/2010 – 12/20/2010	Scott Jenson/Linda Marino

G. 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, 2009 for the 2010–2011 school year as listed on *Schedule II-A*.

H. Renewal of Contracts for Second Year Certificated Staff

Approve the re-employment and tentative assignments for the second year certificated staff members for the 2010-2011 school year, as listed on *Schedule II-B*.

I. 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 2010-2011 school year, as listed on *Schedule II-C*.

J. Renewal of Contracts for all Certificated Staff Hired after September 30, 2009.

Approve the re-employment and tentative assignments for all certificated staff hired after September 30, 2009 for the 2010-2011 school year as listed on *Schedule II-D*.

K. Renewal of Contracts for all Tenured Certificated Staff

Approve the re-employment for all tenured certificated staff members for the 2010-2011 school year as listed on *Schedule II-E*.

L. Renewal of Contracts for HEA Support Staff

Approve the re-employment and tentative assignments for support staff members for the 2010-2011 school year as listed on *Schedule II-F through Schedule II-L*.

- M. Renewal of Contracts for all Unaffiliated Employees  
Approve the re-employment and tentative assignments for all unaffiliated employees for the 2010-2011 school year as listed on *Schedule II-M*.
- N. Renewal of Contracts for all HPSA Principals and Supervisors  
Approve the re-employment and tentative assignments for all HPSA Principals and Supervisors for the 2010-2011 school year as listed on *Schedule II-N*.
- O. Renewal of Contracts for all Unaffiliated Administrators  
Approve the employment and tentative assignments for all Unaffiliated Administrators for the 2010-2011 school year as listed on *Schedule O*.
- P. Renewal of Contracts for all Transportation Drivers and Aides  
Approve the re-employment and tentative assignments for all Transportation Drivers and Aides for the 2010-2011 school year as listed on *Schedule II-P*.
- Q. Approve the Employment of 2010 Special Education Summer Extended School Year Program Positions  
Approve the employment of the 2010 special education summer extended school year program positions as listed on *Schedule II-Q*.
- R. Approve the Employment of 2010 Summer Enrichment Program Positions  
Approve the employment of the 2010 Summer Enrichment Program as listed on *Schedule II-R*.
- S. Approve the Employment of 2010 ESL Summer Enrichment Program Positions  
Approve the employment of the 2010 ESL Summer Enrichment Program as listed on *Schedule II-S*.
- T. Approve the Employment of 2010 Summer Work Hours  
Approve the employment of the 2010 summer work hours as listed on *Schedule II-T*.
- U. Approve the Employment of the 2010 Summer Athletic Camp  
Approve the employment of the 2010 summer athletic camp as listed on *Schedule II-U*.
- V. Renewal of Contracts for High School Coaches  
Approve the salaries for the high school coaches for the 2010-2011 school year as listed on *Schedule II-V*.
- W. Renewal of Contracts for High School Co-Curricular Activities  
Approve the salaries for the high school co-curricular advisors for the 2010-2011 school year as listed on *Schedule II-W*.

### III. FINANCE

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

#### A. Line Item Transfers

In accordance with board policy 6422, the following line item transfers in the 2009-10 current expense budget were authorized by the superintendent on June 8, 2010 as submitted on *Schedule III-A*.

Ratify the action taken by the superintendent to approve the 2009-2010 line item transfers in the current expense budget.

#### B. New Jersey Educational Computing Cooperative Purchasing Agreement

Approve the New Jersey Educational Computing Cooperative agreement as submitted on *Schedule III-B*.

### IV. Administrative

#### A. Agreement Between the Hillsborough Supervisors' Association and the Hillsborough Board of Education 2009-2010

Approve the ratification of the agreement between the Hillsborough Supervisors' Association and the Hillsborough Board of Education 2009-2010 as listed on *Schedule IV-A*.

#### B. Abolishment of Position

Abolish the position, clerical assistant at Hillsborough High School, effective with the 2010-2011 school year, and terminate the clerical assistant in that position, as per the resolution identified as *Schedule IV-B*.

#### C. Abolishment of Position

Abolish the position, Family & Consumer Science teacher, at Hillsborough High School, effective with the 2010-2011 school year, and terminate the teacher in that position, as per the resolution identified as *Schedule IV-C*.

#### D. Approve Settlement Agreement

Approve the settlement agreement as submitted on *Schedule IV-D*.

#### E. Approval of Certificated Staff Job Descriptions

Approve the certificated staff job descriptions as kept on file in the office of the assistant superintendent for personnel.

#### F. Approve Job Descriptions

Approve job descriptions for volunteer athletic coach and behavioral specialist as per *Schedule IV-E* and *Schedule IV-F*.

G. Approve the Submission of the Amended ARRA Grant Application

Approve the submission of the amended ARRA grant application as kept on file in the office of director of special services.

D. Resolution Regarding Facility Project

WHEREAS, the Hillsborough Board of Education approved a contract for professional architectural services with Nam Kim Park for the development of plans and specifications for a facility project to be included in the 2009-10 Budget (ARRA funds); and

WHEREAS, this facility project is required to be submitted to the State Department of Education; and

WHEREAS, this facility project will be totally funded through ARRA federal grant funds since it is considered to be other capital projects; and

WHEREAS, it is necessary to approve an amendment to the district's long-range facility plan;

NOW, THEREFORE BE IT RESOLVED that the Hillsborough Board of Education approves the submission of the following other capital project not eligible for State funding and as an amendment to the district's long-range facility plan:

<u>SCHOOL</u>	<u>State Project Number</u>
<u>Hillsborough High School</u>	2170-030-10-1000
Classroom Conversion for Life Skills Special Education	

E. Professional Services Agreement

Remove from the table the motion to table the approval of the awarding of a professional services contract to Energy for America for professional engineering services for monitoring HVAC systems at Hillsborough High School, Hillsborough Middle School, and Auten Road Intermediate School at an annual cost of \$93,744 with a minimum guarantee on energy savings of \$483,772 for the 2010-11 school year.

Approve the awarding of a professional services contract to Energy for America for professional engineering services for monitoring HVAC systems at Hillsborough High School, Hillsborough Middle School, and Auten Road Intermediate School at an annual cost of \$93,744 with a minimum guarantee on energy savings of \$483,772 for the 2010-11 school year.