

REGULAR MEETING  
OF THE  
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION  
November 17, 2008

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, November 17, 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 November 13, 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 A. Blandino, Gregory Gillette, Judith C. Haas, Neil Hudes, David T. Lin, Steven D. Paget, and Wolfgang Schneider

MEMBERS ABSENT: John Donnadio and Marc J. Rosenberg

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 the minutes of the work/special meeting held on October 13, 2008.

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

A motion was made by Mr. Paget and seconded by Mr. Blandino to approve the minutes of the regular meeting held on October 20, 2008

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Paget and seconded by Mr. Gillette to approve the minutes of the executive session held on October 13, 2008.

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

A motion was made by Mr. Paget and seconded by Mr. Blandino to approve the minutes of the executive session held on October 20, 2008.

Upon call of the question, the motion carried unanimously.

Correspondence

None

Board Recognition/Awards

Mr. Blandino recognized the Junior Raiders for winning the championship.

New Business

None

Superintendent's Report

Dr. Forsthoffer reported to the board that the self evaluation portion of NJQSAC has been completed and will be submitted to the state on Tuesday November 18, 2008. He reminded the board that there were five sections of NJQSAC and that the district would need to have a score of 80 or higher to pass each section. He then informed the board that the final score in each section was above 90. Dr. Forsthoffer then explained that we will now wait for the county to do their review.

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

Mr. Lin asked if an ethics violation by a former board member would impact the district in this process.

Dr. Forsthoffer stated that he was told there would not be any impact because it only evaluates current board members.

Mr. Paget asked when we will hear back from the state.

Dr. Forsthoffer said that the state will be evaluating the district on January 7<sup>th</sup> and 12<sup>th</sup> and issuing their report in March.

Mr. Blandino commended the staff for their hard work and dedication in completing this process.

Public Input on the 2009-2010 Budget

None

Action Agenda

Public Comments

None

CURRICULUM & INSTRUCTION

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

Approval of the following Revised Curriculum:

Discrete Mathematics – Grades 11-12  
Calculus CP, AB, BC – Grades 11-12  
Math Applications – Grades 11-12  
Math Labs – Grades 9-11  
Computer Programming I and II – Grades 10-12  
Mathematics - Selected Topics – Grades 11-12

Approval of the following New/Revised Transitional Curriculum – NJQSAC:

Instrumental Music – Grades K-4  
Visual Arts – Grades K-4  
Instrumental Music – Grades 5-6  
Visual & Performing Arts – Grades 7-8  
Choral Music – Grades 7-8  
Video & Film I – Grades 9-12  
Photo I – Grades 9-12  
Graphic Design – Grades 9-12  
Creative Writing I – Grades 10-12  
Creative Writing II – Grades 10-12  
Publications: Journalism and School Newspaper – Grades 10-12  
Drama I – Grades 10-12  
Public Speaking – Grades 10-12  
SAT Prep – Verbal – Grades 10-12  
AP Language and Composition – Grade 11  
Shakespeare's Comedies – Grade 12  
AP Literature and Composition – Grade 12  
Art – Grades 5-6  
Art I – Grades 9-12  
Art II – Grades 9-12  
Art III – Grades 11-12  
Crafts – Grades 9-12  
Sculpture and Ceramics – Grades 9-12  
Advanced Sculpture and Ceramics – Grades 9-12  
General Music – Grade 5-6  
General/Vocal Music – Grades 7-8  
Vocal Music – Grades 10-12  
Guitar – Grades 9-12  
Music Technology – Grades 9-12  
Printmaking – Grades 9-12  
Advanced Printmaking – Grades 9-12  
Photography – Grades 9-12

- Advanced Photography – Grades 10-12
- Music Theory – Grades 9-12
- Instrumental Music (Ensemble) – Grades 9-12
- Painting – Grades 9-12
- Advanced Painting – Grades 9-12
- Drawing – Grades 9-12
- Advanced Drawing – Grades 10-12
- Video and Film – Grades 9-12
- Advanced Video and Film – Grades 10-12
- Cartooning and Animation – Grades 9-12
- Health and Physical Education – Grades K-12
- Health – Grades 9-12
- Family and Consumer Science – Grade 7-8
- Literacy – Kindergarten
- Literacy – Transitional Primary
- Literacy – Grade 1-8
- Literacy 101 – Grades 9-11
- English I – Grade 9
- English II – Grade 10
- English III – Grade 11
- English IV – Grade 12
- English - Transitions – Grades 9-12
- Guidance – Grades 9-12

Approval of the following novel:

<u>Title</u>	<u>Authors</u>	<u>Publisher</u>	<u>Date</u>	<u>Grades</u>	<u>Subject</u>
<u>The Age of Innocence</u>	Wharton, Edith	Signet Classics	2000	12	English - AP

Acceptance of the IDEIA Grant for the 2008-2009 School Year

Accept the IDEIA Grant for the 2008-2009 school year as received by the New Jersey Department of Education:

IDEIA Consolidated Basic	\$1,586,941
IDEIA Consolidated Preschool	51,226

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

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Reason</b>	<b>Effective Date</b>	<b>Dates of Employment</b>
Henry Wilson	Middle School	Head Custodian	Retirement	7/1/2009	7/5/1977 – 6/30/2009
Matthew Burton	Woodfern School	Instructional Assistant	Resignation	1/19/2009	9/1/2007-1/16/2009
Eric Nussbaum	High School	Athletic Trainer	Resignation	12/22/2008	9/1/2001 – 12/19/2008
Victoria Weisgarber	Sunnymead School	Grade 2 Teacher	Resignation	11/1/2008	9/1/2005 – 10/31/2008

Leaves of Absence

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Type of Leave</b>	<b>Dates of Leave</b>
Jill Capotosto Baio	Auten Road Intermediate	Grade 5 teacher	Disability/Family LOA	1/5/2009 – 3/31/2009
Thomas Kotarsky	Sunnymead School	Health & Physical Ed.	Intermittent Family LOA	2008-2009 School Year
Elena Riveles	Sunnymead School	ESL Teacher	Disability/Family LOA	12/1/2008-4/17/2009

Revised Leaves of Absence

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>From</b>	<b>To</b>
Janice Pokallus	Triangle School	Lunch Aide	Disability/Family LOA 10/13/2008 – 10/31/2008	Disability/Family LOA 10/13/2008 – 12/31/2008

Rescind Contracts

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Effective</b>	<b>Stipend</b>
Melissa Blevins	High School	Co Curricular Advisor – Musical Stage Director	2008-2009 School Year	\$1,164
Christine Micu	High School	Co Curricular Advisor – Musical Stage Director	2008-2009 School Year	\$1,164

Termination of Contract

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Anne Harcar	High School	Art Teacher	Deceased	October 29, 2008

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.

Teacher

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective</b>	<b>Salary</b>
Susan Marks	Grade 2 Teacher	Sunnymead School	Victoria Weisgarber (resigned)	11/3/2008 – 6/30/2009	\$48,380 BA15 Step 1 Pro Rated
*Patricia Morchel	Art Teacher	High School	Anne Harcar (deceased)	12/1/2008 - 6/30/2009	\$50,680 MA Step 1 Pro Rated

School Psychologist

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective</b>	<b>Salary</b>
Jennifer McKenny	School Psychologist	District	Laura Newman (resigned)	11/3/2008 – 6/30/2009	\$56,080 MA+45 Step 1 Pro Rated

Instructional Assistant

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective</b>	<b>Salary</b>
Ernest Bernhard	Instructional Assistant	Middle School	New position	11/18/2008- 6/30/2009	\$24,623 Step 1 Pro Rated

Bus Aide/Nurse

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective</b>	<b>Salary</b>
Diane Kaspareck	Bus Aide/Nurse	Transportation	New position	10/21/2008- 6/30/2009	\$34.00/hour

Long Term Substitute

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Replacing</b>	<b>Effective</b>	<b>Salary</b>
Richard Bencivenga	LTS - English	High School	Stacey Gerst (LOA)	1/12/2009 – 6/30/2009	\$47,080 BA Step 1 Pro Rated
Michelle Michalski	LTS – Grade 3	Amsterdam School	Faith Krasnansky (LOA)	12/1/2008 – 4/16/2009	\$47,080 BA Step 1 Pro Rated
Amy Miraski	LTS – Grade 4	Triangle School	Kimberly Menchu	10/2/2008 – 2/11/2009	\$47,080 BA Step 1 Pro Rated
Christine Parolise	LTS - Grade 6 /English	Auten Road Intermediate	Christine Winkler (LOA)	12/4/2008 – 3/31/2009	\$47,080 BA Step 1 Pro Rated
Kristin Shovlin	LTS - Grade 1	Amsterdam School	Sheila Marce (LOA)	11/26/2008 – 4/28/2009	\$47,080 BA Step 1 Pro Rated

Co-Curricular Advisors

<b>Name</b>	<b>Co-Curricular Club</b>	<b>Location</b>	<b>Effective</b>	<b>Stipend</b>
Julia Howard	Dance Team	Hillsborough High School	2008-2009 school year	N/A

Substitutes

<b>Teachers - \$80/day</b>			
Ralph Avard	Melissa Lavell	Diane Mondoro	
June Blauvelt	Jane Lundell	Kristen Schreyer	
Jennifer Eidel	Jason McCarthy	Kristin Vincent	
Amanda Greco	Aruna Mettler	Mary Von Nessen	

<b>Instructional Assistants - \$80/day</b>		<b>Nurses - \$100/day</b>		
Amanda Greco	Jewelene Ogburn	Eileen Gendimenico		
June Lundell				
Aruna Mettler				
Diane Mondoro				
<b>Library Assistants - \$11.72/hour</b>	<b>Bus Aides - \$19.06/hour</b>	<b>Lunch Aide - \$7.90/hour</b>	<b>Secretary - \$10.25/hour</b>	<b>Custodians - \$9.35/hour</b>
Amanda Greco	Elizabeth Spano	Amanda Greco	Amanda Greco	Delores Dale

Instructional Assistants - \$80/day		Nurses - \$100/day		
Jewelene Ogburn		Darlene Machala	Jewelene Ogburn	
Kristin Schryer		Jewelene Ogburn	Kristin Schreyer	

Mentors

Mentor	Mentee
Christina Mandraccia	Kristin Shovlin
Debbie Kaufman	Amy Miraski
Karin Benton	Richard Bencivenga

Student Teaching

Name	University	Grade Level/Subject Area	School	Effective	Cooperating Administrator
Sari Abrahamson	Holy Family University	Administrative Internship	Amsterdam	1/2/2009	MaryAnn Mullady

Extra Period Coverage

Name	Position	Building	Extra Coverage	Effective
Christopher Aleo	Science Teacher	High School	6.67%	9/1/2008 – 6/30/2009
Garrett Bostwick	Science Teacher	High School	6.67%	9/1/2008 – 6/30/2009
Mona Jaffe	Science Teacher	High School	6.67%	9/1/2008 – 6/30/2009
Thomas Misiak	Science Teacher	High School	6.67%	9/1/2008 – 6/30/2009
Dawn Roslon	Science Teacher	High School	3.33%	9/1/2008 – 6/30/2009
Lucille Titus	Science Teacher	High School	6.67%	9/1/2008 – 6/30/2009

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



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 October 31, 2008 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

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

General Operating: \$9,834,627.46

Approval of Line Item Transfers

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

Acceptance of Annual Audit

Accept the Comprehensive Annual Financial Report for the period ending June 30, 2008 as submitted by T.M. Vrabel, LLC.

Recommendations

None

Pupil Transportation Quotes

The following quotes were received for a pupil transportation route for the 2008-09 school year:

<u>Route Number</u>	<u>Destination</u>	<u>Vendor</u>	<u>Cost</u>
SAS Van am/pm	St. Ann's	Valcheck	\$170 per day
	St. Ann's	First Student	Unable to accommodate
	St. Ann's	James Hager	Unable to accommodate

Approve the awarding of a contract to Valcheck Bus Company for its low quote on route number SAS Van of \$170 per day for the 2008-09 school year.

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

A motion was made by Mr. Paget and seconded by Mr. Lin 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*.

Approval of Settlement Agreement

Approve the resolution listed on *Schedule IV-B* regarding a settlement agreement pertaining to CST #9899124.

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.

Policies

The policy committee has recommended the following policies be included for consideration as follows:

Policies for First Reading:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-C</i>	2220	Adoption of Courses
<i>IV-D</i>	2230	Course Guides
<i>IV-E</i>	2510	Adoption of Textbooks
<i>IV-F</i>	8461	Reporting Violence, Vandalism, Alcohol and Other Drug Abuse
<i>IV-G</i>	8601	Pupil Supervision After School Dismissal

Policies for Second Reading:

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-H</i>	2466	Needless Public Labeling of Pupils with Disabilities

Remove from the table the motion to table the recommendation of the policy committee that the following policies be included for consideration as follows:

Second Reading

- Policy #6360 – Political Contributions – *Schedule IV-I*
- Policy #6362 – Contributions to Board Members – *Schedule IV-J*

School	Group/Team	Destination	Dates	Schedule
HHS	Baseball Team	Brooke Point H.S./Forest Park H.S. Fredericksburg, VA	3/12/09 – 3/15/09	IV-K

Approve Field Trips Destinations as Listed:

- Red Mill Museum Village, Clinton, NJ
- Metropolitan Opera, Lincoln Center, NY

Acceptance of Donation

Accept the following donation:

<u>DONOR</u>	<u>DESCRIPTION</u>
3M Company	36 Digital Media Projectors

Resolution for Travel Reimbursement

Approve the resolution as listed on *Schedule VI-L* regarding the reimbursement for travel related expenses.

Approval of Facilities Project Grant Application for Woodfern School Window Replacement

Whereas, the New Jersey Department of Education has issued notification to the district that a grant program application is available to regular operating districts; and

Whereas, the Hillsborough Board of Education's facilities committee and central board administration reviewed the overview from the Department of Education with the District's Architect of record, Nam Kim Park (NKP); and

Whereas, the Hillsborough Board of Education authorizes Nam Kim Park to apply for the Woodfern School Window replacement project under the Grant Program for School Facilities Projects for regular Operating Districts.

Now, Therefore Be It Resolved, the Hillsborough Township Board of Education authorizes the Business Administrator and Nam Kim Park to submit the aforementioned application.

Resolution to Submit NJQSAC DPR and Statement of Assurances

Approve the resolution to submit the NJQSAC DPR and Statement of Assurances to the Commissioner of Education as listed on *Schedule IV-M*.

District Calendar

Approve the district calendar as submitted on *Schedule IV-N*.

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

INFORMATIONAL

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

School	Dates	Times
Amsterdam School	October 8, 2008	1 minute 15 seconds
	October 24, 2008	2 minutes
Auten Road Intermediate	October 3, 2008	2 minutes 10 seconds
	October 17, 2008	1 minute 54 seconds
Hillsborough Elementary	October 30, 2008	1 minute 30 seconds
	October 31, 2008	1 minute 5 seconds
Sunnymead School	October 10, 2008	1 minute 46 seconds
	October 27, 2008	1 minute 22 seconds
Triangle Elementary	October 10, 2008	1 minute 32 seconds
	October 27, 2008	1 minute 35 seconds
Woodfern Elementary	October 15, 2008	1 minute 17 seconds
	October 24, 2008	1 minute 5 seconds
Woods Road Elementary	October 10, 2008	1 minute 20 seconds
	October 23, 2008	1 minute 30 seconds
Hillsborough Middle School	October 7, 2008	2 minutes 18 seconds
	October 20, 2008	2 minutes 20 seconds
Hillsborough High School	October 21, 2008	2 minutes 30 seconds
	October 27, 2008	2 minutes 30 seconds

Bus Evacuation Drills were held during the month of October as follows:

Amsterdam School – October 2, 2008  
 Sunnymead School – October 30, 2008  
 Woodfern Elementary – October 17, 2008

Lockdown Drills were held during the month of October as follows:

Woodfern Elementary – October 30, 2008  
 Woods Road School – October 28, 2008

Old Business from the public

Michael Zhang asked if there could be any further discussion on the 2009-2010 calendar.

Mr. Hudes stated that it was just approved during the agenda.

Old Business from the Board

None

Adjournment

A motion made by Mr. Lin and seconded by Mr. Paget to adjourn the meeting at 8:02 pm.

Regular Meeting

November 17, 2008

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Aiman Mahmoud  
School Business Administrator/  
Board Secretary