REGULAR MEETING

OF THE

HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION May 21, 2007

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, May 21, 2007 at 6:00 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 <u>Hillsborough Beacon</u>, <u>Somerset</u>

<u>Messenger Gazette</u>, and <u>Courier News</u> newspapers on May 16, 2007. 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: John Donnadio, Gregory Gillette, Neil Hudes,

David Kanaby, David T. Lin, Steven D. Paget, and

Marc J. Rosenberg

Frank Blandino arrived at 6:38 p.m.

MEMBERS ABSENT: Wolfgang Schneider

ALSO PRESENT: Mr. Thomas M. Venanzi, Assistant Superintendent

for Business/Board Secretary

Dr. Karen Lake, Superintendent of Schools, Dr. Lisa Antunes, Assistant Superintendent of Schools, and Mrs. Annette Wells, Assistant to School Business Administrator/Assistant Board

Secretary arrived at 7:30 p.m.

Executive Session

A motion was made by Mr. Paget and seconded by Mr. Lin that the board adopt a resolution to go into executive session at 6:02 p.m.

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 matters to be discussed are an affirmative action matter and the appointment of an interim superintendent.
- 2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

Mr. Blandino arrived at 6:38 p.m.

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

The board reconvened in public session at 7:30 p.m.

Presentation on Terroristic Threats at Hillsborough High School

President Hudes read a statement related to the recent events at Hillsborough High School, including the decisions made to close school on Thursday and modifications to Friday's opening.

Police Chief Kaminsky informed the public regarding the threats at the high school.

Captain Merkler provided a summary of the events from 5/7 through 5/21 as follows:

- 5/7 3:00 bomb threat suspect identified
- 5/8 Threat on restroom wall for Wednesday 5/9 security measures were initiated
 School was in a modified lockdown
- 5/16 New threat on restroom wall for Thursday 5/17 classes were cancelled for Thursday and would resume on Friday 5/18
- 5/18 Students were randomly selected to go through metal detectors School was in a modified lockdown
- 5/18 Additional threats on restroom wall found in p.m.

Captain Merkler announced that Crime Stoppers is offering a reward

He also discussed the impact these events had involving:

- 32 officers
- Law enforcement officers from surrounding departments
- Representatives from state-wide law enforcement officers

Captain Merkler stated that the goal has always been to provide a safe learning environment for the students.

Chief Kaminsky stated that policies and procedures are in place to handle these situations. He thanked Karen Bingert, Dr. Lake and Mr. Venanzi for their assistance in handling the situations.

Karen Bingert, high school principal, spoke regarding the events, stating that the high school will remain in a modified lockdown for the remainder of the year. This modified lockdown restricts access to the building and necessitates that students be signed in and out of the building. Ms. Bingert thanked the central office administration (Dr. Lake, Mr. Venanzi and Dr. Antunes) for their input and support. She also thanked the Hillsborough Township Police Department, other law enforcement officers, high school building administrators, custodians, teachers, staff, students and parents.

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

Concerns from the board included:

- How are we preventing future threats?
- Are we closer to finding the suspect?
- Is there a plan for future random checks?
- Graduation security
- Vehicle searches

Fern Schiffman, resident and parent of a golf student, discussed the cancellation of activities on Thursday and how it affected the golf team. The Skylands Golf Tournament, an event which included over 20 golf teams, was the only Thursday event that could not be rescheduled. Mrs. Schiffman requested that the golf team receive a public apology and that the district should change the policy regarding school closings as it relates to off campus activities.

Logan Cecchini, Hillsborough High School senior and member of the golf team, discussed the cancellation of Thursday's activities. He expressed his sensitivity to the Virginia Tech incident, as he plans on attending there in the fall. However, he expressed a need for student body unity and positive memories. He felt that canceling the golf team's participation in the tournament stripped the team of memories.

New Business

Mr. Blandino announced that the board members did not have input on the decision to close school.

Dr. Lake expressed that this was an administrative decision in concert with Karen Bingert and the police department.

Mr. Donnadio requested that the district look at the policy and include board involvement in the decision-making process, specific to the golf situation or offsite activity which could not be rescheduled. Mr. Donnadio recommended that the policy committee look at this procedure.

Mr. Paget questioned the reasoning for cancelling activities.

Dr. Lake responded that based on past practices in the district, when schools are closed all activities are also cancelled.

Mr. Gillette asked if there is a policy regarding no participation in activities (citing the golf team situation) if school is not in session.

Mr. Rosenberg expressed that he feels the disappointment of the golf team and apologized to the team that they had to forfeit the tournament. He explained that this was a new and unfortunate situation and the district erred on the side of caution, while trying to operate in the best interest of the school community. He agreed that the district should reconsider this practice in the future.

Fern Schiffman announced that she was told the decision to cancel all activities was an administrative and board of education decision. She also stated that baseball and softball held practices off-site on Thursday.

Carol Cecchini said the golf team was told that the cancellation was a tactic used on the students to apply pressure on the culprit. They were also told that if information was provided by Wednesday evening, that the golf team could participate in the tournament on Thursday.

Mike Detsis discussed the survey on the website regarding random drug testing. He suggested to the board that they have an objective when they are investigating something specific. He asked what the district was trying to measure in the survey for the random drug testing.

Approval of Minutes

A motion was made by Mr. Paget and seconded by Mr. Lin to approve the minutes of the special meeting and executive session held on March 15, 2007.

Upon call of the question, the motion carried with four members voting in favor and Messrs. Blandino, Gillette, Donnadio, and Kanaby abstaining.

A motion was made by Mr. Paget and seconded by Mr. Kanaby to approve the minutes of the reorganization meeting and executive session held on April 23, 2007.

Upon call of the question, the motion carried unanimously.

A motion was made by Mr. Paget and seconded by Mr. Blandino to approve the minutes of the regular meeting and executive session held on April 30, 2007.

Upon call of the question, the motion carried unanimously.

Correspondence

Correspondence was recognized from Steven Adler, Amsterdam School $4^{\rm th}$ grade student.

Board Recognition

None

Superintendent's Report

None

Action Agenda

Public Comments

None

CURRICULUM & INSTRUCTION

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

Acceptance of Grant

Accept the following grant:

Grant Amount Kohl's Cares for Kids \$500

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:

Resignations

Helena Beck, lunch aide, Woodfern School, effective May 18, 2007.

Jennifer Gilford, art teacher, middle school, effective June 30, 2007.

Concetta Niper, nurse/bus aide, effective May 3, 2007.

Jene Perna, confidential secretary, Human Resource Department, effective June 30, 2007.

Sandra Thomassen, grade 4, Triangle School, effective June 30, 2007.

Leave of Absence

Katrina DelaCruz, instructional assistant, Triangle School, unpaid leave of absence to do her student teaching effective September 1, 2007 through December 10, 2007.

Keith Gratto, maintenance, district, family leave of absence effective May 1, 2007 through July 23, 2007.

Lucy Nicastro, science teacher, middle school, family leave of absence effective May 21, 2007 through June 15, 2007.

Jennifer Puritz, health & physical education teacher, middle school, disability/federal/family leave of absence effective May 21, 2007 through September 17, 2007.

Summer Athletic Camp Stipends

Approve the stipends of the Summer Athletic Camp as listed on Schedule T.

Appointments

Permanent School Aide

Jeanine Reilly, permanent school aide, 2 hrs day/5 days week, Woods Road School, replacing MaryAnn O'Connor (resigned) effective May 4, 2007 through June 30, 2007.

SALARY: \$14.14/hr Step 1

Dawn Tacopino, permanent school aide, 1 hr day/5 days week, Woodfern School, replacing Helena Beck (resigned) effective May 22, 2007 through June 30, 2007.

SALARY: \$14.14/hr Step 1

Substitute Teacher - \$80/day

Elizabeth Aleo Joni Dunphey Cynthia Mignella Amy Wasser

Substitute Clerical - \$10.25/hour

Debbie Horinko

Substitute Permanent School Aide - \$7.90/hour

Josette Genco Cynthia Mignella

Substitute Bus Aide - \$17.44/hour

Doris Kruppa Lisa McGill Francesca Thielke

Student Teachers

Lucien M. Foanoce, Monmouth University, to do his student teaching at Hillsborough High School, Guidance Department, effective September 2007 through December 2007.

Cooperating Teacher

Grade(s)

Jim Reese

9-12 Guidance Counselor

Alicia Cristiani, The College of New Jersey, to do her student teaching in elementary education at Amsterdam School effective January 22, 2008 through May 2008.

Cooperating Teacher

Allison Skobo

Cornelia Kinsella, The College of New Jersey, to do her student teaching in special education at Amsterdam School effective September 2007 through December 2007.

Cooperating Teacher

Grade(s)

Jean Bates

Special Ed.

Maura McCall, The College of New Jersey, to do her student teaching in health and physical education at Woods Road School effective March 10, 2008 through May 2, 2008.

Cooperating Teacher

Grade(s)

Karen Schwartz/Brian Caudill

K-4 H&PE

Katrina DelaCruz, University of Phoenix (on-line), to do her student teaching in special education at Triangle School effective September 2007 through December 2007.

Cooperating Teacher

Grade(s)

Roseanne Bozzone

Special Ed.

Clare McEnroe, Raritan Valley Community College, to do her fifteen hours of classroom observation in home economics at Hillsborough High School effective May 22, 2007 through June 21, 2007.

Cooperating Teacher

Grade(s)

Roberta Henry

9-12 Home Economics

Lee Swanson, The College of New Jersey, to do her student teaching in elementary education at Triangle School effective September 6, 2007 through December 18, 2007.

Cooperating Teacher

Grade(s)

Teresa Baricelli

Kathryn Featherston, The College of New Jersey, to do her student teaching in English at Hillsborough High School effective January 22, 2008 through May 4, 2008.

<u>Cooperating Teacher</u>

April Croman/Melissa Blevins

Grade(s)
9-12 English

Sandra Wilson, Westminster Choir College, to do her student teaching in music at Amsterdam School effective September 10, 2007 through December 7, 2007.

<u>Cooperating Teacher</u>
Steve Miller

Grade(s)
K-4 Music

Kimberly Lostetter, Westminster Choir College, to do her student teaching in Music at Hillsborough High School effective September 10, 2007 through December 7, 2007.

<u>Cooperating Teacher</u> <u>Grade(s)</u> Christine Micu 9-12 Music

Cheryl Glitz, The College of New Jersey, to do her student teaching in music at Hillsborough High School effective September 6, 2007 through December 17, 2007.

<u>Cooperating Teacher</u>
<u>Jules Haran</u>

Grade(s)

9-12 Music

Leonore Johnston, district employee, College of New Jersey, to do her practicum/100 hours at the Board of Education office effective May 22, 2007 through June 8, 2007.

Cooperating Teacher Grade(s)

Dr. Lisa Antunes Asst. Superintendent

Rob Robson, district employee, The College of New Jersey, to do his practicum/100 hours at Woodfern Elementary School effective May 22, 2007 through August 16, 2007.

<u>Cooperating Teacher</u> <u>Grade(s)</u>
Matt Hoffman Principal

Michael Drake, The College of New Jersey, to do his student teaching in mathematics at Hillsborough Middle School effective January 22, 2008 through May 4, 2008.

<u>Cooperating Teacher</u> <u>Grade(s)</u> <u>Dena Kleinman</u> 8 - Math

Carol Webb, district employee, The College of New Jersey, to do her practicum/100 hours at Triangle School effective May 22, 2007 through August 16, 2007.

<u>Cooperating Teacher</u> <u>Grade(s)</u>
Dr. Beth Godett <u>Principal</u>

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

Renewal of Contracts for First Year Certificated Staff

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve the re-employment and tentative assignment for the first year certificated staff members hired after September 30, 2006 for the 2007-2008 school year as listed on Schedule A.

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

Renewal of Contracts for All Tenured Certificated Staff

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve the re-employment and tentative assignments for all tenured certificated staff members for the 2007-2008 school year, as listed on Schedule B.

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

Renewal of Contracts for Support Staff

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve the re-employment and tentative assignments for support staff members for the 2007-2008 school year, as listed on Schedules C through I.

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

Special Education Summer Extended School Year Program

A motion was made by Mr. Kanaby and seconded by Mr. Lin that the board of education approve the employment of the special education extended school year program positions as listed on Schedule J.

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

FINANCE

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

Pupil Transportation Vehicle Bids

The following bids were received on May 15, 2007 for the purchase of one wheelchair accessible school vehicle:

Vendor	<u>Bid</u>
American Bus & Coach	\$60,477
Factory Direct	56,337
Wolfington	58 , 875
Arcola	54,472

Award a contract to Arcola for the purchase of one wheelchair accessible school vehicle for its low bid of \$54,472.

Sunnymead Parking Lot and Driveway Re-Paving Bids

The following bids were received on May 18, 2007 for the Sunnymead School Parking Lot and Driveway Repaying Project:

Vendor	Base Bid
D & L Paving	\$84,700.00
Renda Roads	79,713.31
Penaloza & Calderone	92,100.00
Halecon, Inc.	66,800.00
Mannon Excavating	88,588.00
Star Contractors	98,750.00
Fischer Contracting	58,751.00

Award a contract to Fischer Contracting for its low bid of \$58,571.00 for the parking lot and driveway repaving project at Sunnymead School.

Joint Transportation Agreement

Approve an inter local transportation services agreement with the Somerset County Educational Services Commission for joint transportation services for the 2007-08 school year in accordance with the agreement on file in the office of the Assistant Superintendent for Business/Board Secretary.

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

Acceptance of Monthly Financial Reports

A motion was made by Mr. Kanaby and seconded by Mr. Lin that the board of education accept the monthly financial reports of the Assistant Superintendent for Business/Board Secretary and the Treasurer of School Moneys for the month of April 30, 2007 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.

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

Approval of Monthly Bills

A motion was made by Mr. Paget and seconded by Mr. Lin that the board of education approve the monthly bills as reviewed by the finance committee as follows:

General Operating: \$7,871,573.26

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

Line Item Transfers

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve the following line item transfers in the 2006-07 general fund budget:

FROM:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
11-000-216-100-03-00	Related Services-Amst Speech Salaries	10,000
11-000-216-100-06-00	Related Services-Triangle Speech Salaries	22,000
11-000-216-100-07-00	Related Services-Woodfern Speech Salaries	10,000
11-000-217-100-00-00	Extraordinary Services-Salaries	24,700
		66,700
TO:		
ACCOUNT NUMBER	DESCRIPTION	AMOUNT
11-000-213-100-00-00	Health Services-Salaries	15,000
11-000-213-500-02-00	Health Services-Purch Services	500
11-000-216-320-00-00	Related Services-Cont Serv	36,000
11-000-221-600-09-11	Improv of Inst-Tech Supplies	14,500
11-000-262-610-06-58	Other Oper/Maint-Triangle Misc Supplies	500
11-214-100-610-02-00	Autistic-HMS Supplies	200
		66,700

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

ADMINISTRATIVE

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

Approve the Overnight Trips as Listed

School	Group/Team	Destination	Dates	Schedule
HHS	Model U.N.	Secondary Schools U.N.	11/14/07 -	K
		Symposium	11/18/07	
		Montreal, Canada		

Approve the Professional Travel Related Expenses as Listed

Approve the professional travel related expenses as listed on Schedule L.

Approve the District Technology Plan for 2007-2010

Approve the District Technology Plan for 2007-2010, as on file in the Assistant Superintendent for Curriculum & Instruction's office.

Policies

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

First Reading

Bylaw #0147 - Board Member - Travel Expenses - Schedule M

Policy #3440 - Teaching Staff Members - Travel Expenses - Schedule N

Policy #4440 - Support Staff Members - Travel Expenses - Schedule O

Second Reading

Policy #5530 - Substance Abuse Prevention and Drug Free School Zones - Schedule P

Resolution for Travel Expenses

Approve the resolution as listed on Schedule S as it relates to funds budgeted for travel expenses.

Resolution Naming the Hillsborough High School Media Center

Approve the following resolution for the William L. Spaeth Memorial Media Center:

WHEREAS, William L. Spaeth served for 17 years as the first principal of Hillsborough High School; and

WHEREAS, he successfully worked with the project architect and contractors as the project manager and design consultant for the school district resulting in the timely opening of the newly constructed Hillsborough High School in 1970; and

WHEREAS, he was entirely responsible for hiring a new staff of teachers and support staff and purchase of all necessary materials and equipment for the opening of the new high school and the development of the curriculum supported by a comprehensive extra-curricular program of art, music, dance and athletics in an effort to meet the diverse needs of all students; and

WHEREAS, he served our country in the armed services in World War II and shared his experiences as a prisoner of war as a guest speaker in US History classes for the benefit of the students; and

WHEREAS, he promoted a cohesive, family atmosphere among students and faculty and was always a positive role model promoting the positive attributes of everyone in the building; and

WHEREAS, he established the benchmark for effective leadership at Hillsborough High School and his initiatives are still reflected in the building today;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of Hillsborough Township has named the Hillsborough High School Media Center the William L. Spaeth Memorial Media Center in recognition of his outstanding and dedicated service to students, staff and community during his tenure as principal of Hillsborough High School.

Acceptance of Donations

Accept the following donation:

Donor Description

Mrs. Vita Marrone Arts & Craft Supplies

National Starch and Chemical Foundation \$300 for Science Convention

Cooperative Purchasing Agreement

Approve the participation in the Alliance for Competitive Telecommunications with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials through June 30, 2009.

Resolution Naming the Auten Road Intermediate School Media Center

Approve the following resolution for the Harold Blackstone Media Center:

WHEREAS, Harold Blackstone has served with distinction as an educator in the Hillsborough Township Public Schools; and

WHEREAS, he has served in a variety of positions for 31 years including vice-principal at Hillsborough Middle School and principal of Hillsborough Elementary and Auten Road Intermediate School; and

WHEREAS, he demonstrated an untiring commitment to the education of Hillsborough Township School District and Auten Road Intermediate School students; and

WHEREAS, he has profoundly influenced the development of students, educational programs, professional staff, and facilities;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of Hillsborough Township has named the media center at Auten Road Intermediate School the "Harold Blackstone Media Center" in honor of his leadership and dedication to the school district.

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

Deletion of Policy

A motion was made by Mr. Kanaby and seconded by Mr. Paget for the board of education to approve the policy committee's recommendation that the following policy be deleted as a policy for the Hillsborough Township School District:

First Reading

Policy #4410 - Compensation - Schedule Q

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

Approval of Sidebar Agreement

A motion was made by Mr. Paget and seconded by Mr. Lin that the board of education approve the sidebar agreement between the Hillsborough Township Board of Education and the Hillsborough Education Association as listed on Schedule R.

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

Professional Services Agreement

A motion was made by Mr. Paget and seconded by Mr. Kanaby that the board of education approve the awarding of a professional services contract to Energy for America for professional engineering services for monitoring HVAC systems at Hillsborough High School and Auten Road Intermediate School at an annual cost of \$57,252 with a minimum guarantee on energy savings of \$178,080 for the 2007-08 school year.

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

Contract for Emergency Alert Notification System

A motion was made by Mr. Kanaby and seconded by Mr. Paget that the board of education approve a contract with Honeywell International Inc. for an instant emergency alert system at an annual cost of \$17,000 for a 3-year period July 1, 2007 - July 30, 2010.

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

INFORMATIONAL

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

School	Dates	Times
Amsterdam School	April 11, 2007	2 minutes
	April 20, 2007	2 minutes 10 seconds
Auten Road Intermediate	April 20, 2007	3 minutes 30 seconds

School	Dates	Times
	April 24, 2007	3 minutes
Hillsborough Elementary	April 25, 2007	2 minutes
	April 30, 2007	1 minute 30 seconds
Sunnymead School	April 24, 2007	1 minute 7 seconds
	April 25, 2007	1 minute 1 second
Triangle Elementary	April 11, 2007	1 minute 46 seconds
	April 23, 2007	1 minute 28 seconds
Woodfern Elementary	April 23, 2007	1 minute 11 seconds
	April 25, 2007	1 minute 15 seconds
Woods Road Elementary	April 23, 2007	1 minute 59 seconds
	April 24, 2007	1 minute 56 seconds
Hillsborough Middle School	April 23, 2007	2 minutes 15 seconds
	April 26, 2007	2 minutes 13 seconds
Hillsborough High School	April 19, 2007	2 minutes 30 seconds
	April 25, 2007	2 minutes 30 seconds

Suspensions for the month of April:

High School = 24
Middle School = 0

Auten Road Intermediate = 1

Old Business

None

Announcements by the President

President Hudes announced that he had attended Spirit Night at the high school. He stressed the importance of bringing focus on the good things in the district. Spirit Night is an example of students being supportive of each other and acknowledging each other. He urged the public to attend a future Spirit Night. President Hudes closed his announcement by wishing everyone a Happy Memorial Day weekend.

Adjournment

A motion was made by Mr. Paget and seconded by Mr. Kanaby to adjourn the meeting at 9:28 p.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Thomas M. Venanzi Assistant Superintendent for Business/ Board Secretary