

REGULAR MEETING
OF THE
HILLSBOROUGH TOWNSHIP BOARD OF EDUCATION
August 18, 2008

The Board of Education of Hillsborough Township in the county of Somerset, convened in public session on Monday, August 18, 2008 at 7:00 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 Hillsborough Beacon and Courier News newspapers on August 14, 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, 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 Antunes, Assistant Superintendent of Schools, and Mr. Aiman Mahmoud, School Business Administrator/Board Secretary,

Executive Session

A motion was made by Mr. Blandino and seconded by Mr. Lin that the board adopt a resolution to go into executive session at 7:02 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 matter to be discussed is an administrative contract.
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.

The board reconvened in public session at 7:45 p.m.

Dr. Forsthoffer introduced Stephen Feldman, a 2008 high school graduate. The board recognized him for his accomplishment of attaining the rank of Eagle Scout.

Board Committee Reports

Finance Committee

Mr. Gillette, finance committee chairperson, reported that the finance committee did not meet. Mr. Gillette did report that he participated in the first meeting of the NJQSAC finance subcommittee.

Communications Committee

Mrs. Haas, chairperson of the communications committee, reported that the committee met on August 6th and discussed updates to the district website. Mrs. Haas also stated that she would like to commend the high school, middle school, Amsterdam, Woods Road and Woodfern schools for having back to school night information posted. She noted that the committee also discussed a media release form, channel 14 issues and the school calendar which will be ready for the first day of school. The next scheduled meeting is September 8, 2008.

Curriculum Committee

Mr. Schneider, chairperson of the curriculum committee, reported that the committee met on August 7, 2008. Curriculum revisions were discussed as was changing a course title at the high school. Approval of books and gender specific issues were also discussed.

Personnel Committee

Mr. Lin, chairperson of the personnel committee, reported that the committee did not meet. Mr. Lin is planning a meeting with Barbara Parker, HEA president, and Mr. Rocco, human resources director, to discuss the process for reviewing employee sick bank requests.

Strategic Planning Committee

Mr. Donnadio, chairperson of the strategic planning committee, reported that the committee did not meet but has produced the district's annual goals and objectives for the 2008-2009 school year which are recommended on this evening's agenda for approval.

Policy Committee

Mr. Rosenberg, chairperson of the policy committee, reported that the committee met on August 8, 2008. They continued the process of updating older policies to be compliant with state laws and guidelines. There are many of these policies on tonight's agenda for first and second readings. He also reported that the policies will be on the website in an easy to read manner as early as tomorrow.

Negotiations Committee

Mr. Paget, chairperson of the negotiation committee, reported that the committee met on August 8, 2008 and reviewed the final details of the contract agreement with the Hillsborough Education Association and the contract has been sent to the printers. The committee also discussed strategies for the upcoming negotiations with the Principals and Supervisors Association.

Facilities Committee

Mr. Blandino, chairperson of the facilities committee, reported that the committee has not met but he did participate in the NJQSAC facilities subcommittee meeting. He reported that he has discussed the status of the Sunnymeade roof with Mr. Mahmoud and Mr. Frusco, facilities director. The roof should be completed before the start of school in September.

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

Mr. Blandino asked the policy committee if they had an opportunity to discuss the signage that was discussed at the July Board meeting.

Mr. Rosenberg responded by stating that they had but that Dr. Forsthoffer would be the person to address this issue.

Dr. Forsthoffer stated the Spanish signs in question were related to the instructional program.

Mr. Blandino asked if we could look into declaring English as the official language for the district.

After more discussion, it was determined that this issue will be referred to the policy committee for review.

Mr. Donnadio asked the policy committee if the policy revisions are driven by state code and statute.

Mr. Rosenberg responded that most policies are indeed driven by state code and statute.

President Hudes asked if the policy committee could identify what policies are new and which ones are revisions. He also asked if they can be given the revised policies in the format that identifies the changes.

Dr. Forsthoffer stated that we will work on this, but will need to purchase software to assist with this process.

Mr. Donnadio suggested that even a brief narrative of the changes would be helpful.

Mr. Lin agreed with Mr. Donnadio's suggestion that a brief summary of the changes would benefit the board members who are not part of the policy committee.

President Hudes commented on the communications committee report and asked that we work on getting the school websites updated as well as updating channel 14 with their back-to-school information.

Mrs. Haas stated that she thinks that is a good idea and that we should consider updating the district page with back-to-school information.

President Hudes asked Mr. Donnadio if the components under the Curriculum and Instruction section of the strategic plan included individual curricula for business, communications, and financial planning.

Mr. Donnadio responded by stating yes.

President Hudes then asked Mr. Rosenberg and the policy committee if the sick bank committee members can be assigned by the president or if it should be done by a board vote. There was also thought that it could be included as part of the personnel committee's charge.

Correspondence

None

Approval of Minutes

A motion was made by Mr. Donnadio and seconded by Mr. Rosenberg to approve the minutes of the regular meeting held on July 21, 2008.

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

A motion was made by Mr. Paget and seconded by Mr. Rosenberg to approve the minutes of the regular meeting held on July 21, 2008.

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

New Business

John Nalepka submitted medical bills for his sons injuries suffered during a football camp.

Superintendent's Report

Dr. Forsthoffer expressed his condolences to the family of Jason Walton, a rising high school senior, who passed away recently and offered the family any assistance that the district could provide. He also mentioned a recent car accident that involved several high school students and wished them all a complete and speedy recovery.

Dr. Forsthoffer detailed some of the capital improvement projects that have been completed over the summer and stated that the facilities are generally in good condition.

The largest project is the roof replacement at Sunnymead School which is expected to be completed by the start of school. The ceiling fans and the exhaust fans on the second floor of Auten Road School will be completed by the opening of school. He noted that two items that will not be completed before school starts is the high school track fence and the windows at Woods Road School.

Dr. Forsthoffer would like to remind families that had their internet service through Patmedia that they will need to update their email addresses in order to receive the instant alerts via email.

He reported that we are heavily involved in the NJQSAC which is the latest version of monitoring implemented by the State Department of Education.

Dr. Forsthoffer then reported on the energy drink ban as requested at the July Board meeting. As part of this report he gave information and statistics that he found when researching the ingredients and effects of these drinks. His source was www.energyfiend.com. He then discussed the timeline of the ban of energy drinks at the middle school and stated that this ban was for the time period that the students were on the school grounds.

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

Mr. Donnadio reinforced his earlier position that he does not support the ban on energy drinks. He then asked how this is a problem at the middle school but not at the high school.

Dr. Forsthoffer responded by stating that the middle school grades are the most difficult to teach as this is the transitioning age from adolescence to adulthood.

Mr. Donnadio stated that part of his concern with the energy drink ban was the timing of the ban. It followed closely on the heels of the approval of the random drug testing policy which was not passed by a unanimous vote.

Mr. Paget stated that he does not feel it is the boards' responsibility to question the timing of the middle school principal's decision. He noted that Dr. Trybulski identified a problem, discussed it with his staff and made a decision that was within his jurisdiction. Mr. Paget also stated that he thought it was a fine decision.

Mr. Blandino stated that he does not think children should be drinking these energy drinks but he feels it is not the board of education's place to be telling students what they can and cannot drink. He thinks that the district should not be making this decision for the parent

but that we should just be giving them information for them to use to make an educated decision.

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:

Submission of Grant Application

Accept the submission of the following Grant Application:

| <u>Grant</u> | <u>Amount</u> |
|---|---------------|
| REBEL School Based Tobacco Prevention Program (High School) | \$2,250 |

Acceptance of Grant

Accept the following grant:

| <u>Grant</u> | <u>Amount</u> |
|---|---------------|
| Verizon Volunteers Volunteer Incentive Program (Amsterdam School) | \$750 |

New/Revised Curriculum:

World Language Level IV - Revised
 World Language Level V (approved 2/25/08) - Revised to include AP Italian Pages
 World Language Grades 3-4 - Revised
 Science - Medical Laboratory Techniques - Revised
 Advanced Study in Science - Revised

Course Title Change Only:

From "Student Research in Science" to "Advanced Study in Science"

Approval of the following text:

| <u>Title</u> <u>Subject</u> | <u>Authors</u> | <u>Publisher</u> | <u>Date</u> | <u>Grades</u> |
|------------------------------------|-----------------|------------------|-------------|---------------|
| <u>World Cultures: A</u> Social | Ahmad, Brodsky, | Pearson/ | 2004 | 9 |
| <u>Global Mosaic</u> Studies | Crofts & Ellis | Prentice Hall | | |

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 personnel agenda as follows:

Revised Retirement

Linda Levasseur, permanent lunch aide, Woods Road School, effective September 1, 2008.

Resignations

Julie Kutyla, 12 month secretary, transportation department, effective September 18, 2008.

Nadine Vernon, 12 month world language supervisor, district, effective October 15, 2008.

Leave of Absence

Susan Chrebet, 12 month secretary, business office, intermittent family leave of absence, effective August 11, 2008 through June 30, 2009.

Sharon Kay, 12 month secretary, Hillsborough High School, intermittent family leave of absence, effective August 12, 2008 through June 30, 2009.

Transfer/Change in Appointment 2008-2009

Ralph Losanno, from grade 3 teacher, Woodfern School, to grade 4 teacher Woodfern School, effective September 1, 2008 through June 30, 2009.

Appointments for 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

Jill Carkitto, long term substitute family & consumer science teacher, Hillsborough High School, effective October 20, 2008 (or sooner if released by current district) through June 30, 2009, replacing K. Bebawi (leave of absence.).

SALARY: \$47,080 PRO RATED BA STEP 1

Denise Giampino, long term substitute grade 5 teacher, Auten Road Intermediate School, effective September 29, 2008 through February 10, 2009, replacing J. Tuller (leave of absence).

SALARY: \$47,080 PRO RATED BA STEP 1

Henry Guzman, long term substitute social studies teacher, Hillsborough High School, effective September 1, 2008 through June 30, 2009, replacing M. Finkelstein (leave of absence).
SALARY: \$47,080 BA STEP 1

Drisana McFadden, long term substitute grade 6 teacher, Auten Road Intermediate School, effective September 4, 2008 through February 13, 2009, replacing S. Lawn (leave of absence).
SALARY: \$47,080 PRO RATED BA STEP 1

Holli Murphy, long term substitute grade 7 literacy teacher, Hillsborough Middle School, effective September 1, 2008 through November 30, 2008, replacing J. Layden (leave of absence).
SALARY: \$47,080 PRO RATED BA STEP 1

Melissa Young, long term substitute, grade 5 teacher, Auten Road Intermediate School, effective October 8, 2008 through June 30, 2009, replacing K. Raia (leave of absence).
SALARY: \$47,080 PRO RATED BA STEP 1

Teachers

Frances Beckwith, .4 academic support instructor, Woodfern School, effective September 1, 2008 through June 30, 2009, new position.
SALARY: \$71,120 PRO RATED MA STEP 16

Lillian Grillo, science teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009, replacing L. Nicastro (resigned).
SALARY: \$47,080 BA STEP 1

Janet McCourt, special education/math teacher, Hillsborough Middle School, effective September 1, 2008 through June 30, 2009 replacing R. Pidany (transfer).
SALARY: \$48,880 BA+15 STEP 2

Erin Murphy, special education/resource center teacher, Hillsborough High School, effective September 1, 2008 through June 30, 2009, replacing F. Leonard (retired).
SALARY: \$47,580 BA STEP 2

Nicole Nowakowski, occupational therapist, Woods Road School, effective September 1, 2008 through June 30, 2009, new position.
SALARY: \$52,790 MA STEP 4

Elizabeth Richtmyer, grade 3 teacher, Woodfern School, effective September 1, 2008 through June 30, 2009, replacing R. Losanno (transfer).
SALARY: \$51,240 BA STEP 7

Assistant Transportation Supervisor

*Janet Long, 12 month assistant transportation supervisor, effective August 19, 2008 through June 30, 2009, replacing N. Farinella (resigned).

SALARY: \$42,500

Secretary

Carmela (Lina) Frusco, 10 month secretary, Hillsborough High School, effective September 1, 2008 through June 30, 2009, replacing M. Mulrine (transfer).

SALARY: \$29,798

STEP 1

Dawn Welches, 12 month secretary, transportation department, effective September 18, 2008 or sooner through June 30, 2009, replacing J. Kutyla (resigned).

SALARY: \$36,562 PRO RATED

STEP 1

Job Coach

Karen Stollery, .5 job coach, Hillsborough High School, effective September 1, 2008 through June 30, 2009, new position.

SALARY: \$24,623 PRO RATED

STEP 1

Nurse/Bus Aide

Beth Jameson, nurse/bus aide, Triangle School, effective September 1, 2008 through June 30, 2009, replacing L. Traina (resigned).

SALARY: \$34.00/hour

Substitute Caller K-8

Arlene Vastano, K-8 substitute caller, district, effective September 1, 2008 through June 30, 2009, replacing K. Bohnhorst (resigned).

STIPEND: \$8,604

Co-Curricular Advisors 2008-2009

Approve the assignments of co-curricular advisors for Hillsborough High School, Hillsborough Middle School and Auten Road Intermediate School for the 2008-2009 school year, as listed on *Schedule II-A*.

Permanent Lunch Aides 2008-2009

Approve the assignments of the permanent lunch aides for the 2008-2009 school year, as listed on *Schedule II-B*.

Substitutes

Approve the appointment of district substitutes for the 2008-2009 school year, as listed on *II-C*.

Revised Extended School Year Program 2008

Approve the revisions to the 2008 extended school year program as listed on *Schedule II-D*.

Mentors

Approve the following mentors for the 2008-2009 school year:

| <u>Mentor</u> | <u>Mentee</u> |
|-------------------|-----------------|
| Brian Hahl | Lillian Grillo |
| Susan Jefferson | Erin Murphy |
| Ann Cartmell | Denise Giampino |
| Diane Upshaw | Michelle Klink |
| Jim Lattanzi | Mindi Graham |
| Candy Meyer | Kim Beers |
| Taryn Furrato | Lisa Dauer |
| Jaime Hoffmeister | Holli Murphy |
| Toby Casagrande | Tom Sharples |
| Sue Baydar | Lindsay Yerich |
| Chris Guglielmo | Henry Guzman |
| Don Adams | Caitlin O'Neil |

Administrative Internship

Debra Porowski and Terri Yessman, Seton Hall University, to do their administrative internship at Hillsborough Middle School effective September 10, 2008 through June 30, 2009.

Cooperating Administrator

Joseph Trybulski

Christine Smith and Pete Rosenberg, NJ Excel to do their 30 hours of administrative observation effective August 2008 through March 2009.

Cooperating Administrator

Scott Rocco

Summer Work - 2008English Department

Karin Benton - 20 hours
Shawn Layton - 20 hours
Judy Winchock - 110 hours

Summer Athletic Camp - Stipend

Steven Barrett, summer basketball camp, Hillsborough High School effective summer 2008.

STIPEND: \$1,500

Thomas D'Onofrio, summer conditioning/skills camp, Hillsborough High School effective summer 2008.

STIPEND: \$400

Approve Curriculum Writing for the following content areas:

| Subject | Grade Level | Name | Hours Per Person |
|-----------------------------|----------------------------|---|-----------------------------|
| Mathematics | Grade K | Kelly Muldoon | Not to exceed 20 hours |
| | Grade TP | Kathleen Holmund | Not to exceed 20 hours |
| | Grade 1 | Kirsten Stockman | Not to exceed 20 hours |
| | Grade 2 | Amy Crane | Not to exceed 20 hours |
| | Grade 3 | Joyce Bordonaro | Not to exceed 20 hours |
| | Grade 4 | Mary Jett | Not to exceed 20 hours |
| | Grade 5 | Amy Ossi; Beth Raff | Not to exceed 25 hours each |
| Language Arts Literacy | Creative Writing I | Judy Winchock | Not to exceed 5 hours |
| | Creative Writing II | Judy Winchock | Not to exceed 5 hours |
| | Drama | Melissa Blevins | Not to exceed 6 hours |
| | Public Speaking | Melissa Blevins | Not to exceed 6 hours |
| | SAT | Judy Winchock | Not to exceed 5 hours |
| | Shakespeare Comedy | Shawn Layton | Not to exceed 6 hours |
| | Transitional English | Karin Benton | Not to exceed 5 hours |
| | Voice | Stacy Gerst | Not to exceed 6 hours |
| | Yearbook | Diane Bavier | Not to exceed 6 hours |
| | AP Language | Eric Puma | Not to exceed 10 hours |
| | AP Literature | Shawn Layton | Not to exceed 6 hours |
| | English I CP | Christine Haas | Not to exceed 10 hours |
| | English II CP | Karen Burke; April Croman | Not to exceed 10 hours each |
| | English III CP | Karen Travisano; Michelle Wetzal | Not to exceed 10 hours each |
| | English IV CP | Karen Burke; April Croman | Not to exceed 10 hours each |
| World Language | AP Italian | Dina Marchesi | Not to exceed 15 hours |
| Technology | Grade K-4 | Shirley Mastowski; Noreen Ranallo; Margaret Rothblatt; Diane Thomas; Jeanne Torrenzano; Dawn Zomorrodian | Not to exceed 20 hours each |
| | Grade 5-6 | Carla Lefler | Not to exceed 20 hours |
| | Grade 7-8 | Aimee Castellano; Patricia Gorski; Marilyn Leone | Not to exceed 20 hours each |
| Visual & Performing Arts | Grade K-4 Music | Valerie Sell; Lisa Reifschneider | Not to exceed 20 hours each |
| | Grade 5-8 General Music | Maria Strunk; Barrie Scheer; Debbie Kurisko | Not to exceed 20 hours each |
| | Grade 5-6 Instr. Music | Carrie Lansberry | Not to exceed 20 hours |
| | Grade 7-8 Instr. Music | Carrie Lansberry | Not to exceed 20 hours |
| | Grade 5-8 Choral Music | Barbara Szabo | Not to exceed 20 hours |

| Subject | Grade Level | Name | Hours Per Person |
|---------|--------------------------------------|-------------------------------------|-----------------------------|
| | Grade K-4 Art | Heather Bartholmew; Laurel Suk | Not to exceed 20 hours each |
| | Grade 5-8 Art | Barbara Umar; Ann Marie Pahoulis | Not to exceed 30 hours each |
| | Cartooning & Animation | Michael Bober | Not to exceed 15 hours |
| | Graphic Design for the Artist | Veronique de Groot | Not to exceed 15 hours |
| | Photography & Adv. Photography | Faith Wight | Not to exceed 15 hours |
| | Video & Film I & II | Michael Bober | Not to exceed 15 hours |
| | HS Music Technology A&B | Jonathan Klizas | Not to exceed 20 hours |
| | Guitar | Jonathan Klizas | Not to exceed 15 hours |

Approval of Employment Agreement and Change in Title/Appointment

Remove from the table the motion to table the recommendation to approve an employment agreement and change in title/appointment of Scott Rocco, from Director of Human Resources to Assistant Superintendent for Personnel for the 2008-2009 school year.

Approve the employment agreement and change in title change/appointment of Scott Rocco, from Director of Human Resources to Assistant Superintendent for Personnel for the 2008-2009 school year as listed on Schedule II-E.

Upon call of the roll, the motion carried unanimously.

FINANCE

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 July 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.

Approval of Monthly Bills

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

General Operating: \$4,271,922.55

Approval of Line Item Transfers

Approve the line item transfers in the 2008-09 general fund as listed on Schedule III-A.

Change Order

Approve the following change order:

Project: Cabinet Replacement, Toilet Renovations, and Misc.

Alterations at Five Schools

Contractor: Alltec, Inc.

Change Order No.: GC-1

Change Order Amount: \$50,338

Description:

| | |
|--|-----------------|
| Remove and replace the urinals and flush valves in (2) additional boy's toilet rooms | \$17,538 |
| Install new 2x2 floor tile and 4" sanitary cove base in (2) additional boy's and (2) additional girls toilet rooms | 40,800 |
| Subtotal | <u>\$58,338</u> |
| Partial Allowance | <u>-8,000</u> |
| Total Change Order | \$50,338 |

Miscellaneous Door Replacement at Hillsborough High School, Hillsborough Middle School, Sunnymead School, and Woods Road School

The following bids were received on August 13, 2008 for miscellaneous door replacement at four schools:

| <u>Vendor</u> | <u>Base Bid</u> |
|------------------------------|-----------------|
| Catel, Inc. | \$51,853.13 |
| Smitty's Door Services, Inc. | 59,650.00 |
| C & M Door Controls, Inc. | 82,000.00 |
| Automatic Door Systems, LLC. | 94,500.00 |
| De Sapio Construction, Inc. | 124,160.00 |

Award a contract to Catel, Inc. for its low bid of \$51,853.13 for the miscellaneous door replacement at Hillsborough High School, Hillsborough Middle School, Sunnymead School, and Woods Road School.

Roof Repair Work at Auten Road Intermediate School

The following bids were received on August 13, 2008 for the roof repair work at Auten Road Intermediate School:

| <u>Vendor</u> | <u>Base Bid</u> |
|-----------------------------------|-----------------|
| Catel, Inc. | \$78,483.53 |
| Eastgate Construction Co., Inc. | 91,300.00 |
| Roof Diagnostics, Inc. | 124,610.00 |
| Laurant Construction, Inc. | 139,000.00 |
| D.A. Nolt, Inc. | 227,447.00 |
| E.R. Barrett, Inc. | 242,000.00 |
| Arista Builders & Designers, Inc. | 270,000.00 |

Award a contract to Catel, Inc. for its low bid of \$78,483.53 for the roof repair work at Auten Road Intermediate School.

Boiler Breeching Replacement at Hillsborough High School

The following bids were received on August 13, 2008 for the boiler breeching replacement at Hillsborough High School:

| Vendor | Base Bid |
|--------------------------------|-------------|
| Catel, Inc. | \$32,813.53 |
| Gabe Sganga, Inc. | 35,400.00 |
| Bill Leary Air Conditioning | 35,800.00 |
| Estock Piping Company, LLC | 36,400.00 |
| Liberty Mechanical Contractors | 39,700.00 |

Award a contract to Catel, Inc. for its low bid of \$32,813.53 for the boiler breeching replacement at Hillsborough High School.

2008-09 Cafeteria Price List

Approve the 2008-09 cafeteria price list as listed on *Schedule III-B*.

Establishment of Bank Account

Establish a non-interest bearing account with Commerce Bank for the purpose of depositing and distributing funds received from the awarding of the Grants for School-Based Student Drug-Testing Program and designate the School Business Administrator/Board Secretary or Assistant School Business Administrator/Assistant Board Secretary as the account signatories.

Bids for Pupil Transportation Routes

The following bids were received on August 18, 2008 for pupil transportation routes for the 2008-09 school year:

| ROUTE | FIRST STUDENT | JAMES HAGER | BARKER BUS |
|---------------------|--|---|---|
| AR 6 | \$24,390.00 Mileage Inc/dec. -0- | \$33,300 Mileage Inc/dec. 2.50 | \$46,000 Mileage Inc/dec. 2.40 |
| TM7 T 14 MS 7 | \$39,780.00 Mileage Inc/dec. -0- | \$44,100.00 Mileage Inc/dec. 2.50 | \$55,000.00 Mileage Inc/ded 2.40 |
| MS 33 | \$38,340.00 Mileage Inc/dec. -0- | \$35,100.00 Mileage Inc/dec. 2.50 | \$46,000.00 Mileage Inc/dec. 2.40 |
| ATH HS | \$105.00 hr. | NO BID | \$65.00 hr |
| ATH MS | \$105.00 hr. | \$73.00 hr. | NO BID |
| ATH OTH | \$105.00 hr. | \$63.00 hr. | \$65.00 hr |
| EDFT | \$105.00 hr | \$70.00 hr | NO BID |

Approve the awarding of contracts to the lowest responsible bidder as follows:

| ROUTE | CONTRACTOR | ANNUAL AMOUNT | MILEAGE INC/DEC |
|-------------|---------------|---------------|-----------------|
| AR | First Student | \$24,390 | 0 |
| TM 7 (Tier) | First Student | 39,780 | 0 |

| | | | |
|---------|---------------|-------------|------|
| M33 | James Hager | 35,100 | 2.50 |
| ATH HS | First Student | 105.00/hour | |
| ATH MS | James Hager | 73.00/hour | |
| ATH OTH | James Hager | 63.00/hour | |
| EDFT | James Hager | 70.00/hour | |

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

ADMINISTRATIVE

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

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> |
|-----------------|--------------------|--|
| IV-A | 0110 | Identification |
| IV-B | 0147 | Board Member Compensation and Expenses |
| IV-C | 1400 | Job Descriptions |
| IV-D | 2411 | Guidance Counseling |
| IV-E | 2464 | Gifted and Talented Pupils |
| IV-F | 2610 | Educational Program Evaluation |
| IV-G | 3244 | Professional Development/In-service Training |

Policies for Second Reading:

| <u>Schedule</u> | <u>Policy</u> # | <u>Policy Name</u> |
|-----------------|--------------------|--|
| IV-H | 0142 | Board Member Qualifications, Prohibited Acts and Code of Ethics |
| IV-I | 1550 | Affirmative Action Program for Employment and Contract Practices/Employment Practices Plan |
| IV-J | 2423 | Bilingual and ESL Education |
| IV-K | 2520 | Instructional Supplies |
| IV-L | 3125 | Employment of Teaching Staff Members |
| IV-M | 4125 | Employment of Support Staff Members |
| IV-N | 4160 | Physical Examination |
| IV-O | 5611 | Removal of Pupils from the General Education Program for Weapons/Firearms Offenses |
| IV-P | 6220 | Budget Preparation |
| IV-Q | 6620 | Petty Cash |
| IV-R | 6810 | Financial Objectives |
| IV-S | 6820 | Financial Reports |
| IV-T | 7410 | Maintenance and Repair |
| IV-U | 7420 | Hygienic Management |
| IV-V | 7430 | School Safety |
| IV-W | 8630 | Bus Driver Responsibility |
| IV-X | 8670 | Transportation of Disabled Pupils |

Approve the Professional Travel Related Expenses as Listed

Approve the Professional Travel Related Expenses as listed on *Schedule IV-Y*

Approval of Outside Educational Placements

Approve the out-of-district educational placements for the 2008-09 school year as listed on *Schedule IV-Z*

Acceptance of Donations

Approve the acceptance of the following donation:

| <u>Donor</u> | <u>Description</u> |
|-------------------|---|
| Charlene Weicksel | 5 Studio 49 Easycussion xylophones and 1 Woodstock Zenenergy3 Chime for Triangle School |

Awarding of Contract

Award a contract to Systems 3000, Inc. for the purchase and maintenance of their Human Resource, Budget/Finance, and Payroll software package as permitted under the provisions of the Public School Contract law, Title 18A-18A-4.3 at a cost not to exceed \$75,500.

Special Education Medicaid Initiative (SEMI)

Approve the participation in the Special Education Medicaid Initiative (SEMI).

District Goals and Objectives

Approve the 2008-09 district goals and objectives as listed on *Schedule IV-AA*.

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

Sick-Bank Committee Members

Approve the appointment of the following sick-bank committee members:

- David Lin
- Frank Blandino
- Steven Paget

Old Business

None

Announcements by the President

None

Adjournment

A motion was made by Mr. Paget and seconded by Mr. Blandino to adjourn the meeting at 9:05 p.m.

Upon call of the question, the motion carried unanimously.

Respectfully submitted,

Aiman Mahmoud
School Business Administrator/
Board Secretary