

Regular Public Meeting
Monday, October 19, 2009

ACTION AGENDA

I. **CURRICULUM & INSTRUCTION**

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

- A. Approval of the following revised curriculum:
 - a. Literacy – Grades Kg, TP, 1 - 4
 - b. SAT Prep-Verbal – Grades 10-12
 - c. Shakespeare’s Comedies – Grade 12
 - d. Public Speaking – Grades 10-12
 - e. Publications: Journalism and School Newspaper – Grades 10-12
 - f. Drama I – Grades 10-12
 - g. Literacy 101 – Grades 9-11
 - h. English Transitions – Grades 9-12
 - i. AP Language and Composition – Grade 11
 - j. AP Literature and Composition – Grade 12
 - k. Creative Writing I – Grades 10-12
 - l. Creative Writing II – Grades 10-12

II PERSONNEL

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

A. Leaves of Absence

Name	Location	Position	Type of Leave	Dates of Leave
Andreski, Mindi	Auten Road Intermediate	Grade 5 teacher	Disability/FMLA	2/8/2010 – 5/28/2010
Baker, Tracey	Middle School	Music teacher	Disability/FMLA/CCLOA	1/4/2010 – 6/30/2010
Caudill, Lisa	Amsterdam School	Grade 3 teacher	Disability/FMLA/CCLOA	1/4/2010 – 6/30/2010
Deretchin, Dena	Woods Road School	Instructional Assistant	Intermittent FMLA	10/5/2009 – 6/30/2010
Kleszcz, Anna	High School	Custodian	FMLA	10/1/2009 – 10/31/2009
Salotti, Meghan	Woods Road School	Occupational Therapist	Disability/FMLA	3/23/2010 – 6/30/2010

B. Revised Leaves of Absence

Name	Location	Position	Type of Leave	From	To
Gray, Richard	District	Maintenance	FMLA	8/3/2009 – 9/21/2009	8/3/2009 – 09/30/2009
Guiton, Kelly	Middle School	Special Ed. teacher	Disability/FMLA	1/8/2010 – 5/7/2010	1/4/2010 – 4/30/2010
Khan, Saman	Middle School	Instructional Assistant	Disability/FMLA	10/19/2009 – 2/5/2010	10/19/2009 – 12/18/2009
Lewis, Loydes	Woodfern/Amsterdam Schools	Spanish teacher	Disability/FMLA	9/3/2009 – 10/30/2009	9/3/2009 – 10/2/2009
Watts, Elizabeth	High School	Math teacher	Disability/FMLA/CCLOA	9/3/2009 – 12/31/2009	9/3/2009 – 6/30/2010

C. Revised Long Term Substitute

Name	Location	Position	Replacing	Effective
Medwick, Jennifer	High School	LTS – Math teacher	Watts, Elizabeth (LOA)	9/3/2009 – 6/30/2010

D. Contract Change

Name	Location	From	To	Effective
Woodall, Cindy	Triangle School	.8 LDTC	Full Time LDTC	10/13/2009 – 6/30/2010

E. Rescind Mentor Contract

Name	Location	Position	Effective
Lopez, Kimberly	Middle School	Mentor	9/3/2009 – 6/30/2010

F. Appointments 2009-2010

Approve the appointment of the following personnel for the 2009-2010 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.

Coach

Name	Location	Position	Replacing	Effective
Mikolajczyk, Christopher	High School	Assistant Ice Hockey Coach	Bennett, Joseph (appt. head coach)	2009 – 2010 coaching season
Rainey, Jessica	Middle School	Assistant Girls Basketball Coach	Samenfeld, Lyndsay (appt. head coach)	2009 – 2010 coaching season

Custodian

Name	Location	Position	Replacing	Effective
Kolokziej, Eugene	Middle School	Custodian	Hudyka, Stanley (in district transfer)	10/20/2009 – 6/30/2010
Malyhina, Halyna	High School	Custodian	Lubowicka, Regina (resigned)	10/20/2009 – 6/30/2010

Co Curricular Advisor

Name	Location	Position	Replacing	Effective
Bencivenga, Richard	High School	Wiffleball Club Advisor	N/A	9/1/2009 – 6/30/2010
Braverman, Jennifer	High School	Drawing Club Advisor	N/A	9/1/2009 – 6/30/2010
Cordasco, Anthony	High School	Woodworking Club Advisor	N/A	9/1/2009 – 6/30/2010
D’Onofrio, Kathryn	High School	Robotics Assistant Advisor	Dragani, David	9/1/2009 – 6/30/2010
Griffiths, Rachel	High School	Habitat for Humanity Club Advisor	N/A	9/1/2009 – 6/30/2010
O’Neill, Caitlin	High School	Robotics Assistant Advisor	Dragani, David	9/1/2009 – 6/30/2010
Wika, Natalie	High School	Mylestone Equine Club Advisor	N/A	9/1/2009 – 6/30/2010

Substitutes

Teachers - \$80/day				
Cavaliere, Rose	Darlington, Mark	DeGaris, Diane	DiBenedetto, Jessica	
DiGavero, Laura	DeSantis, Heather	Hatrak, Jennifer	Jones, Barbara	
Koczan, Elsa	Luethold, Robert	Leacy, Susan	McAvaddy, John	
Miska, Cindy	Morales, Elizan	Nowacki, Lisa	O'Brien, Kristin	
Rainey, Jessica	Silovitz, Laura	Soloman, Bernard	Sullivan, Jessica	
Turab, Nusrat	Witte, Christine	Zdyrski, Jamie		
Instructional Assistants - \$80/day		Nurses - \$100/day		Bus Driver - \$20/hour
Cavaliere, Rose	DeGaris, Diane			
DiGavero, Laura	Jones, Barbara			
Miska, Cindy	Nowacki, Lisa			
Zdyrski, Jamie				
Library Assistants - \$11.72/hour	Bus Aides - \$19.90/hour	Lunch Aide - 7.90/hour	Custodians - 9.35/hour	
Jones, Barbara	Jones, Barbara	Garlatti, Patricia	Johnson, Christopher	
Wilson, Adriana	Vekris, Malika	Jones, Barbara	*Ramos, Maria	
		Panzarella, Valerie	*Theodore, Vassili	
Secretary \$10.25/hour		Vekris, Malika		
Garlatti, Patricia				
Panzarella, Valerie				
Wilson, Adriana				

G. Extra Period Coverage

Name	Position	Building	Extra Coverage	Effective
Smith, Ralph	Latin Teacher	High School	1 Period (Base + 20%)	9/1/2009 – 6/30/2010

H. Group Changes

Approve the group changes of certificated staff effective September 1, 2009 as listed on Schedule II-A.

III. FINANCE

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

A. 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 September 30, 2009 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.

B. Approval of Monthly Bills

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

General Operating: \$12,383,424.62

C. Approval of Line Item Transfers

Approve the following line item transfers in the 2009-10 as submitted on Schedule III-A.

D. Joint Transportation Agreement

Approve the joint transportation agreement with Montgomery Township Board of Education as submitted on Schedule III-B.

E. Acceptance of Annual Audit

Accept the Comprehensive Annual Financial Report for the period ending June 30, 2009 as submitted by T.M. Vrabel, LLC.

Recommendations

None

IV. ADMINISTRATIVE

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

A. Approve the Professional Travel Related Expenses as Listed:

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

B. Policies

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

<u>Schedule</u>	<u>Policy #</u>	<u>Policy Name</u>
<i>IV-B</i>	1220	Employment of Chief School Administrator
<i>IV-C</i>	2631	New Jersey Quality Single Accountability Continuum
<i>IV-D</i>	3159	Teaching Staff Member/School District Reporting Responsibilities
<i>IV-E</i>	8760	Pupil Accident Insurance
<i>IV-F</i>	9270	Home Schooling and Equivalent Education

C. Approval of Settlement Agreement

Approve the resolution listed on *Schedule IV-G* regarding a settlement agreement pertaining to CST #05-06-218.

D. Approval of Settlement Agreement

Approve the resolution listed on *Schedule IV-H* regarding a settlement agreement pertaining to CST #04-05-50.

E. Red Ribbon Week Proclamation of October 23-31, 2009

Approve the Red Ribbon Week Proclamation of October 23 – 31, 2009 as listed on *Schedule IV-I*

F. Approve Overnight Trip as Listed

School	Group/Team	Destination	Dates	Schedule
HHS	Bands 9-12	US Naval Academy Annapolis, MD	11/7/09 – 11/8/09	<i>IV-J</i>
HHS	Model UN	Looking to the Future: UN Simulation, Philadelphia, PA	2/25/2010 – 2/28/2010	<i>IV-K</i>
HHS	Softball Team	Disney Wide World of Sports Orlando, FL	3/26/2010 – 3/30/2010	<i>IV-L</i>
HHS	Model Congress	Rutgers Model Congress New Brunswick, NJ	4/15/2010 – 4/18/2010	<i>IV-M</i>
HHS	Bands 9-12	Magic Music Days Tour Orlando, FL	6/3/2010 – 6/7/2010	<i>IV-N</i>
HHS	Choral Music	Orlando Festival Disney Tour Orlando, FL	4/28/2010 – 5/2/2010	<i>IV-O</i>

G. Approve Field Trip Destinations as Listed:

• Chamber Theatre, Englewood, NJ
• Golden Grill Buffet, Englewood, NJ
• Discovery Times Square Exposition, New York, NY
• Camp Mason, Hardwick, NJ
• Yee's Hung Ga King Fu Academy, Chinatown, NY
• Museum of Chinese in America, Chinatown, NY
• Mountain Creek, Vernon, NJ
• The College of New Jersey, Ewing, NJ
• Golden Grill Buffet, Hillsborough, NJ
• Park PAC, Union City, NJ

H. M-1/Comprehensive Maintenance Plan

Approve the M-1 and comprehensive maintenance plan for the 3-year period (2008-2009 through 2010-2011) as submitted on *Schedule IV-P*.

I. Approve 2009-2010 District Goals & Objectives

Approval of the 2009-2010 district goals and objectives as listed on *Schedule IV-Q*.

J. Approve the 2008-2009 Violence and Vandalism Report

Approve the Hillsborough School District's Violence and Vandalism Report, 2008-2009, a copy of which is kept on file in the Office of the Superintendent of Schools.

K. Approve the Nursing Services Plan

Approve the Nursing Services Plan for 2009-2010, a copy of which is kept on file in the office of the Assistant Superintendent for Curriculum and Instruction.

L. Application for Change of Use of Educational Space

Approve for submittal to the County Superintendent, the applications for change of use of educational space for the following:

Hillsborough Middle School

Permanently convert the faculty workroom for use as small group instruction (special education)
Permanently convert the faculty dining room as a computer room

M. Acceptance of Donations

Accept the following donations:

<u>Donor</u>	<u>Description</u>
Cristina Karapiperis	\$100 (to be matched by Kraft Foods) for HMS Team 7D Classroom Supplies
Staples	Miscellaneous Office Supplies for Amsterdam School
Judy Ward	943 Protractors for the Math Department

V. INFORMATIONAL

- A. Enrollment – September 2009 – Attachment 1
- B. Suspensions – September 2009 – Attachment 2
- C. Current newspaper articles – Attachment 3
- D. Emergency drills were held during the month of September as follows:

School	Dates	Times
Amsterdam School	September 9, 2009	2 minutes
	September 18, 2009	2 minutes
Auten Road Intermediate	September 14, 2009	2 minutes 2 seconds
	September 21, 2009	1 minute 57 seconds
Hillsborough Elementary	September 22, 2009	2 minutes
	September 30, 2009	1 minute 40 seconds
Sunnymead School	September 21, 2009	1 minute 20 seconds
	September 25, 2009	2 minutes
Triangle Elementary	September 23, 2009	1 minute 57 seconds
	September 24, 2009	1 minute 57 seconds
Woodfern Elementary	September 21, 2009	1 minute 30 seconds
	September 29, 2009	2 minutes
Woods Road Elementary	September 21, 2009	2 minutes
	September 25, 2009	2 minutes 20 seconds
Hillsborough Middle School	September 19, 2009	2 minutes 21 seconds
	September 30, 2009	2 minutes 22 seconds
Hillsborough High School	September 14, 2009	3 minutes 48 seconds
	September 21, 2009	3 minutes 15 seconds

E. Lockdown drills were held during the month of September as follows:

- Amsterdam School – September 16, 2009
- Hillsborough High School – September 15, 2009