

# **BOARD BRIEF**

## **Regular Meeting**

### **October 26, 2009**

AT THE October 26, 2009 MEETING OF THE BOARD OF EDUCATION, THE BOARD TOOK ACTION ON THE FOLLOWING ITEMS...

#### **PRIVATE SESSION**

The Board adjourned into private session to discuss the appointment of the Central School Principal.

#### **COMMUNICATIONS**

There were no communications.

#### **BOARD COMMITTEE REPORTS**

Policy Committee – Mr. Carbone indicated that the revised job description for the position of Director of Curriculum and Instruction is on the agenda this evening. The Committee recommends approval of the first reading on these revisions.

Buildings and Grounds Committee - Mr. Dreyer reported that the Buildings and Grounds Committee met this evening. The committee reviewed the Comprehensive Maintenance Plan. This is a three year rolling plan. The plan can be modified and adjusted if needs occur or are identified by Temco or the district administrators. Mr. Dreyer indicated that the transition from cooling season to heating season has occurred and there are items on the bill list for the contractors that do this work.

Finance Committee – In Mr. McCarthy's absence, Mr. Dreyer reported that the Finance Committee had met this evening. They reviewed the Bills Lists. The reports are in order and approval is recommended.

New Jersey School Boards Association – Mr. Meringolo stated that the Delegate Assembly will be held in November. After that meeting there will be a discussion on special education related issues.

President's Report – Mrs. Scanlon stated that she had attended the FORCE meeting on October 8<sup>th</sup>. The group has a discussion about the successful 5K race that was held on October 3<sup>rd</sup>. The group also discussed the enrichment program and some of the spring offerings, such as the Millington School Play.

On October 21<sup>st</sup>, Mrs. Scanlon attended the PTO meeting. The PTO approved a grant written by Mrs. Fragnito to purchase "trait crates" to support the writing program at grades 3 ,4 and 5. The recently concluded gift wrap sale was very successful. Participation in the food days is at 90%.

#### **SUPERINTENDENT'S UPDATE**

Dr. Rovtar stated that this evening the Board will be approving the appointment of a new principal for Central Middle School. She thanked the members of the Principal Search Committee: Mrs. Scanlon, Mr. Carbone, Mrs. Dawson, Mrs. Pogash, Mrs. Flint, Mrs. Brooks and Mrs. Grieco for their work as members of the committee. There were 65 applicants for this position. The committee interviewed 6 candidates and were impressed by the backgrounds and credentials of these finalists. Dr. Rovtar stated that she is pleased to recommend to the Board that Mr. George Villar be appointed to this position. The committee was impressed with Mr. Villar's experience as both a middle school teacher and principal. His passion for working with middle school students was evident in the interview process. He earned high marks from the administrators and teachers in his previous districts. She is looking forward to Villar join the administrative team in January.

The deadline for applications for the Gillette Principal/Director of Curriculum Position is Friday, October 30<sup>th</sup>. To date 49 applications have been received. Dr. Rovtar stated that the Principal Search Committee will be meeting on November 4<sup>th</sup> to select candidates for interviews.

Dr. Rovtar commented on a Interim Order which had been issued to the school district three weeks ago. This order dealt with an Open Public Records Act complaint that was filed by a resident more than two years ago. Mr. Esposito submitted the required legal certification in response on October 6<sup>th</sup>, within the five days permitted.

There were eight separate items detailed in the Interim Order. On the first item, the Government Records Council ruled that the 2007-2008 budget should be made available to the public through an OPRA request at the time it is submitted to the County Superintendent. At the same time the GRC cited numerous legal cases which contained rulings to support the position that spreadsheets and other documentation used to compile district budgets are exempt from OPRA disclosure as they contain “advisory, consultative and deliberative” materials used by the body for decision-making purposes in preparing the budget. The GRC also upheld the Custodian of School Records decision regarding the requirement for official OPRA forms to be submitted. At the time of these requests, in 2007, an official OPRA request form was required and this citizen refused to file the necessary form in making some of his requests. It should also be noted that Mr. Esposito, as Custodian of Records, personally compiled the necessary responses for this complaint. The district did not utilize the services of the board attorney in responding to this matter, so there was no additional expense to the district.

Dr. Rovtar also indicated that this evening the Board will be approving the submission of the District Performance Review Checklists to the Executive County Superintendent of Schools as part of the New Jersey Quality Single Accountability Continuum, the state’s monitoring system. She thanked the members of the district’s QSAC Committee: Dr. Wetherell, Mrs. Dawson, Mr. Esposito, Mrs. Scanlon, Mrs. Heide, Mrs. Fragnito, Mrs. Furlong and Mrs. Plotkin. The committee met over the course of the past year to review the hundreds of indicators contained on the five DPR checklists. The district has measured up well on these checklists. We are required to submit these checklists to the Executive County Superintendent by November 15<sup>th</sup>. Several of the indicators on the Instruction and program DPR deal with student performance on the state assessments. Unlike the other indicators, the local QSAC committee does not make a judgment on these indicators. The assessment data indicator is provided to us by the New Jersey Department of Education. To date, we have not received it. There appears to a question regarding the interpretation of the results regarding this indicator. While all grade levels individually have met the standard for Adequate Yearly Progress (AYP) on the state assessments, we are not sure if the state will be aggregating the subgroup results on a building basis rather than a grade level basis. Subgroups refer to students who are limited English proficient, low income, special education and the various racial designations. If there are 30 or more students in a particular subgroup, then those results are reportable for AYP. If the subgroups are aggregated, it is possible that the district may not meet the standard of achievement for the special education population. When the data is received from the state, we may find that we are eligible for additional points on the Instruction and Program DPR. The Board set a goal this year of improving student achievement on the state assessments. We have already begun to address this goal through this Data Driven Instruction initiative that is being implemented at all grade levels this year. Our teachers in all three buildings have spent time reviewing assessment data to identify those students who not proficient or just barely proficient to provide intervention, differentiated instruction and remediation to help all students attain proficiency. Our site visit for monitoring was originally scheduled for late November but has now been rescheduled for early January based on direction from Trenton that monitoring site visits were not to be scheduled prior to December 1.

## **BOARD SECRETARY’S UPDATE**

Mr. Esposito reported that he completed and transmitted the two major state reports that are due this month. The Application for State School Aid (ASSA) and the District Report of Transported Resident Students (DRTRS) were both submitted to the Department of Education this week. The Audit Report has been completed and was delivered to Mr. Esposito’s office. Mr. Colantano, the district’s auditor, will present the audit report to the Board in November.

In response to a question raised by Dr. Verlezza regarding refinancing of the bonds that the district had issued, Mr. Esposito reported that we are not currently able to refinance. The district previously has 3 outstanding bond issues. The 1990 bonds were recently paid off. Bonds were issued in 1994, but when the most recent bond issue took place in 2004, those bonds were refinanced and rolled into the 2004 bond issue. The terms of the bonds indicate that they cannot be refinanced until 2014.

Information packets have been prepared for those Board members who will be attending the New Jersey School Boards Workshop in Atlantic City this week.

Mr. Esposito thanked Dr. Rovtar for her efforts in facilitating the work of the QSAC committee.

## COMMENTS FROM THE PUBLIC

There were no comments from the public.

## RESOLUTIONS

### Minutes

- Accepted the minutes of the October 12, 2009 Worksession Meeting – Public Session as presented to be made part of the public record:

### Financials

- Approved the Payrolls for September 15 and 30, 2009 and the List of Bills for September 22, October 2 and 26, 2009 for payment as follows (as attached):

Payroll for September 15, 2009	
Fund 10	\$ 23,151.80
Current Expense-Fund 11	\$ 356,759.63
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 379,911.43

Payroll for September 15, 2009	
Fund 10	\$ 22,760.60
Current Expense-Fund 11	\$ 360,273.93
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 383,034.53

Bill List for September 22, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ 10,804.80
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 10,804.80

Bill List for October 2, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ 93,814.14
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 93,814.80

Bill List for October 26, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ 312,733.85
Capital Outlay-Fund 12	\$ 11,370.00
Special Revenue Fund-Fund 20	\$ 19,376.94
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 343,480.79

- Approved the following resolution expressing opposition to A-4140, An Act Concerning Collective Bargaining Agreements and Subcontracting and Supplementing P.L. 1941, c. 100:

WHEREAS, the cost of providing a quality public education is continuing to spiral out of control in the State of New Jersey; and

WHEREAS, more than 90% of the operating budget of the Long Hill Township School District is covered through local property taxes; and

WHEREAS, in part because of past efforts to control costs by outsourcing custodial and maintenance services which resulted in a lower tax increase for the residents of Long Hill Township; and

WHEREAS, state-imposed budget caps force school districts first to seek savings in various ways that do not impact educational programs; and

WHEREAS, if enacted, A-4140 would severely restrict public school districts' ability to have private companies competitively bid to provide non-instructional services, and thus close off one of the few viable financial tools that boards of education have to control costs without adversely impacting educational programs; and

WHEREAS, the enactment of A-4140 will impede our school district's efforts to direct our limited resources into the classroom and ultimately cause harm to the children of our district and children in most New Jersey public schools;

THEREFORE, BE IT RESOLVED that the Long Hill Township Board of Education urges the New Jersey Legislature not to adopt A-4140; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the members of the State Senate and General Assembly who represent Long Hill Township as well as Governor Jon S. Corzine, Senate President Richard Codey, Assembly Speaker Joseph Roberts, bill sponsor Assemblywoman Sheila Oliver, all members of the Assembly Education Committee and New Jersey Education Commissioner Lucille Davy.

- Approved the 2009-2010 Joint Transportation Agreement with the Warren Township School District for regular education student transportation for three Central School Math students attending class at Watchung Hills Regional High School for route #W-137 at a total cost of \$930.06
- Approved a one year contract with Verizon Online – New Jersey LLC to provide Verizon IOS Internet Service for Business/Static IP at a rate of \$199.99 per month, per location for the period October 2009 through October 2010 as well as customary fees. Service to be provided at Central Middle School and Gillette Elementary School. This service to be paid for through funds raised and donated to the district by FORCE/PTO/LHEA for technology.
- Approved the Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

### **Special Education**

- Approved a rate increase of \$10.00 per hour to Stepping Stones to Communication, LLC for speech therapy provided to student #6241890732 as per the student's IEP. Stepping Stones to Communication, LLC provides one 60-minute session of speech per week for this student for the 2009-2010 school year. The new rate will be \$115.00 per hour. The increased cost should not exceed \$320.00 for the 2009-2010 school year.
- Approved Anne Elmowitz, a Wilson Language and Reading Consultant, to provide three hours of individual instruction per week for student #9001026117 at the rate of \$70.00 per hour, cost not to exceed \$2,520.00. Instruction will commence on October 28, 2009 and will be delivered and monitored in a twelve week cycle. Authorization for additional cycle(s) will be presented to the Board if necessary.

**Personnel**

- Appointed George Villar as principal of Central Middle School at the annual salary of \$117,000.00 to be prorated for the period January 1, 2010 through June 30, 2010.
- Approved the transfer of Karen Riggi, Teacher Assistant, from Central Middle School to Gillette School effective October 27, 2009.
- Appointed Lauraine Lemond as home instructor for student #4063001337 ten hours per week for the period November 25, 2009 to January 15, 2010. Ms. Lemond will be paid at the rate of \$33.95 per hour for the home instruction work as per contract. If the home instruction is provided during Ms. Lemond’s regular work hours as teacher assistant, she will only be paid a differential of \$10.20 per hour.
- Approved home instruction for student #1487925374 on an as needed basis due to chronic illness.
- Approved a revision to the start date for Amy Federochko as a Special Education Maternity Leave Replacement teacher at Central School from November 2, 2009 to October 29, 2009 to provide two additional full days of transition time with the current teacher.
- Approved the appointment of the following people to the Substitute Teacher List for the 2009-2010 school year:

Keith Mann

Maria Mazzuckis

**Policy**

- Approved the first reading of the following policy to become effective January 1, 2010:  
Policy 2131.1/JD Director of Curriculum and Instruction

**Other**

- Approved the submission of the New Jersey Quality Single Accountability Continuum District Performance Review Checklists, as summarized below, to the Morris Executive County Superintendent of Schools as required:

	Possible Points	District Earned Points
Fiscal Management		
Budget Planning	10	10
Financial and Budgetary Controls	40	40
Annual Audit	25	25
Restricted Revenues	15	15
Efficiency	10	10
Total Points	100	100
Governance		
Student Achievement	12	12
Board Training, Disclosure and Operation	11	11
Ethics Compliance	11	11
Policies, Procedures and Bylaws	11	11
Standard School Board Practices	11	11
Annual Evaluative Process	11	11
School Board/Administration		
Collaboration	11	11
Budget Priorities	11	11
Communications	11	11
Total Points	100	100
Instruction and Program		
Student Performance	59	29
Curriculum	17	17
Instruction	24	24
Mandated Programs	6	6
Total Points	106	76

Operations		
Facilities	15	15
NJSMART	20	10
Student Conduct, School Safety And Security	41	41
Student Health	15	15
Student Support Services	29	29
Total Points	120	110
Personnel		
Licensed Personnel	40	40
Personnel Policies	16	16
Professional Development	44	44
Total Points	100	100

- Approved the Comprehensive Maintenance Plan, the M-1 Annual Maintenance Reserve Worksheet and the School Nursing Services Plan for the 2009-2010 school year and authorized its submission to the Executive County Superintendent for Morris County.

#### **ITEMS FOR DISCUSSION**

There were no items for discussion.

#### **OLD BUSINESS**

Mrs. Scanlon noted that the Regionalization/Consolidation Forum will be held at Green Brook Middle School on Thursday, November 19<sup>th</sup> at 7:30 p.m.

#### **NEW BUSINESS**

#### **COMMENTS FROM THE PUBLIC**

Mr. Gianakis stated that the FORCE 5K was a very successful first time event, raising almost \$4,500. He thanks Mr. Dreyer and Dr. Rovtar for their sponsorship. At the most recent FORCE meeting, a grant was approved to fund anti-bullying assembly programs at both Gillette and Millington Schools.

Mr. Gianakis asked about the contracted services for the cooling and heating systems. Was this work that was previously done by our own staff? Mr. Esposito responded that these were typical expenses that we incur every year, They were budgeted for. There were no additional expenses that we didn't anticipate.

#### **ADJOURNMENT**

#### **FUTURE MEETING DATES**

November 9, 2009 – Workshop Meeting – Town Hall – 7:30 p.m.

November 23, 2009 – Regular Meeting – Town Hall – 7:30 p.m.

**PUBLIC PARTICIPATION IS ENCOURAGED AT ALL BOARD MEETINGS  
THE BOARD BRIEF DOES NOT REPRESENT OFFICIAL MINUTES OF THE BOARD OF  
EDUCATION.**