

BOARD BRIEF

Regular Meeting

October 27, 2008

AT THE October 27, 2008 MEETING OF THE BOARD OF EDUCATION, THE BOARD TOOK ACTION ON THE FOLLOWING ITEMS...

COMMUNICATIONS

Dr. Rovtar reported that she and Ms. Becker had received a copy of the letter from Dr. Kathleen Serafino, Executive County Superintendent, approving John Esposito's contract for 2008-2009.

BOARD COMMITTEE REPORTS

Buildings and Grounds Committee – Mr. Dreyer reported that the Buildings and Grounds Committee met this evening. The most pressing issue is a need to replace two of the burners at Central School at a total cost of approximately \$5,200.00. This needs to be done to get us through the upcoming heating season. We will also need to budget funds to replace 12 additional burners in 2009-2010. The company that manufactured the burners went out of business and there are no longer any spare parts available for the burners.

Eric Schwartz has prepared a seasonal/annual maintenance checklist. He also indicated that he does not have adequate numbers of maintenance staff to get it all accomplished.

The committee also reviewed the list of general maintenance projects. The Central School doors are due in by November 10th.

Issues associated with the use of the school facilities by the recreation programs were also discussed. Eric repaired the Central School scoreboard and the controller which had not been treated properly by the recreation program. We also experienced some vandalism during men's basketball when a hole was punched through a bleacher panel. Mr. Dreyer, Mr. Schwartz, Mr. Esposito and Dr. Rovtar had met with Mr. McNany to discuss our concerns several weeks ago. Mr. McNany had agreed that the recreation programs would be providing better supervision, but we are still experiencing problems. Another meeting will be scheduled, as we need to put the proper practices in place to protect our building.

Negotiations Committee – Mr. Meringolo reported that the committee had met with the Teamsters on October 22nd. He will be providing an update to the Board in Private Session this evening.

Policy Committee – Mrs. Scanlon reported that there are two policies for a first reading Communication with the Public and Use of Privately Owned Vehicles. The Use of Vehicles policy sets forth the procedures and requirements if staff members or parents are using their own vehicles for school business and transporting students. The policy is needed to protect the district. There are also four policies scheduled for a second reading this evening. There did not appear to be any issues with these policies when they were on the agenda for a first reading last meeting.

Finance Committee – Mr. McCarthy reported that the Finance Committee met this evening prior to the Regular meeting. They reviewed the Bills List and the figures contained in resolution 2 are correct. Resolutions 4 and 5 need to be adjusted as the Secretary's and Treasurer's reports for August were not completed for this evening.

Ms. Becker reported that the accountability regulations require that Board members submit a written report if they attend a conference or training. The form will be provided for Board members. There was a discussion about the training requirements for the board members depending upon what year of their term they are currently in. Mr. Esposito was asked to verify with the New Jersey School Boards Association that all of the board members are in compliance with the training requirements.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported that one of our second grade students was severely hurt while on a Halloween hayride on Friday evening. All staff members were notified yesterday as were all of the parents of second grade students. Staff meetings were held in each building early this morning to inform staff of the situation and to make them aware that counseling and support are available for the teachers and students as needed. We have also received offers from Watchung Borough and Watchung Hills to share their counselors with us if we should need any additional support. The family has asked for our prayers and we continue to keep them in our thoughts.

Dr. Rovtar stated that she was pleased to tell the Board that last week the PTO held a special meeting to authorize the expenditure of slightly more than \$20,000 to complete the purchase of math textbooks for Central School. We are very grateful for their extreme generosity. We will order the books and materials and get them into the classrooms as quickly as possible.

On the agenda tonight there is a resolution to request approval on the use of the unrecognized title of Dean of Students. Dr. Rovtar explained that an unrecognized title is one which does not have a certificate of the same title attached to it. The Department of Education has been trying to phase out the use of unrecognized titles for more than a decade. The title of Dean of Students has been used in Long Hill for quite some time. We are requesting permission to continue to use the title for the 2008-2009 school year and hope that the Executive County Superintendent will grant our request.

Dr. Rovtar presented the Quality Assurance Annual Report. The report will also be posted on the website. The report provides a basic summary of all aspects of district operations for the 2007-2008 school year. This will probably be the last time the district will be required to submit the report. Once a district has undergone the QSAC monitoring process, submission of the report on an annual basis is no longer required.

Dr. Rovtar presented the annual district report on incidents of Violence and Vandalism during the 2007-2008 school year. The information is summarized below:

LONG HILL SCHOOL DISTRICT ANNUAL REPORT OF VIOLENCE AND VANDALISM 2007-2008 SCHOOL YEAR

Count of Incidents by Reporting Category

Violence	12
Includes: Simple Assault, Fight, Sex Offense, Threat, Terroristic Threat Harassment/Intimidation/Bullying and Damage to Property	
Vandalism	1
Weapons	0
Substance Abuse	0
Unduplicated Total	12

Cost of Vandalism

Incidents involving cost to district	0
Total cost to district	\$ 0

Actions Taken

Police notified (no complaint)	1
Police notified (complaint filed)	1
Expulsion	0
Short term suspension	13
Long term suspension	0
Detentions	3
Other discipline	0

Offender Information

Regular education student	16
Student with a disability	1
Student from other district	0
Non-student	0
Unknown	0
Total	17

Victim Information

Regular Education student	6
Student with a disability	1
Student from other district	0
Non-student	0
School personnel	1
Unduplicated Total	8
Victim of Violent Criminal Offense	0

Vandalism Cost - \$0

PUBLIC COMMENTS

Mr. Ketan Jhaveri asked a question about the percentages on the science test scores. It was verified that the percentages were correct.

Mrs. Kehoe spoke about the situation with our injured Millington student. She indicated that the students at Millington were extremely respectful and wanted to know what they could do to help. The Shrine of St. Joseph is holding prayer meetings each evening at 7:00 p.m.

Mr. Jhaveri said that Cub Scout Pack 56 was scheduled to hold its annual Spooky Trail event in Hicks Track last weekend but was unable to due to the weather. They have rescheduled for this weekend but if the weather does not cooperate, they were wondering if it might be possible to hold the event at Millington School.

Ms. Lynn Norcia Blakeslee said that Mr. Clarke, custodian at Millington School, indicated that he would take responsibility for the building use for this event.

Ms. Becker indicated that the Cub Park should contact the Business Office and complete the necessary use of facilities forms. The Board does not handle the approvals of the use of facilities. Those approvals are handled by the administration.

RESOLUTIONS

Minutes

- Accepted the minutes of the Long Hill Township Board of Education as amended (to include the attendance of Mrs. Barbara and Mrs. Kehoe at the meeting) to be made part of the public record:

October 13, 2008 – Regular Meeting – Public & Private Sessions

Financials

- Approved the Payrolls for September 29, 2008 and October 15, 2008 and the List of Bills for October 22 to 27, 2008 for payment as follows:

Payroll for September 29, 2008	
Fund 10	\$ 23,369.20
Current Expense-Fund 11	\$391,454.82
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$414,824.02

Payroll for October 15, 2008	
Fund 10	\$ 23,454.66
Current Expense-Fund 11	\$406,768.56
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$430,223.22

Bill List for October 22 to 27, 2008	
Fund 10	\$ 469.35
Current Expense-Fund 11	\$248,143.47
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 48,819.26
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$297,432.08

ACTION OF THE BOARD _____

- Certified that as of July 31, 2008 and August 31, 2008, after review of the Board Secretary's monthly financial report (appropriations section) and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6:20-2.13(B), and sufficient funds are available to meet the district's financial obligations for the remainder of the year.
- Accepted the financial reports of the Board Secretary and the Treasurer of School Funds for the month ending July 31, 2008.
- Approved the transfers for July 31, 2008.
- Approved the Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

Special Education

- Approved the payment of \$10,900.00 to the Commission for the Blind and Visually Impaired for Level 3 services for student #2009795. Services will be provided for the 2008-2009 school year as per the student's IEP.
- Approved the payment of \$968.30 to the Midland School for a tuition adjustment (based on the audited final tuition rate, as calculated by the New Jersey Department of Education) for the 2006-2007 school year. This represents payment for tuition for student #201530 who was enrolled in the program in accordance with the student's IEP.

- Approved speech therapy for student #6241890732 as per the student's IEP. Stepping Stones to Communication, LLC will provide two 60-minute sessions of speech per week for the 2008-2009 school year. The cost per session is \$105.00 with the annual cost not to exceed \$8,400.00

Curriculum

- Approved the field trips as listed below:

May, 2009 \$32.00 per person Parent paid	Bronx Zoo Bronx, NY	Fourth Grade Fourth Grade Teachers and chaperones
May 29, 2009 \$36.00 per person Parent paid	Liberty Science Center Jersey City, NJ	Second Grade Second Grade Teachers and chaperones

Personnel

- Approved the appointment of Amy Fedorochko as a Special Education Leave Replacement for Terri Kordal from October 16, 2008 through the date of Mrs. Kordal's return from leave at the Step 1 BA Salary of \$42,595.00 prorated.
- Requested the approval of the Executive County Superintendent to utilize the unrecognized title of Dean of Students for the 2008-2009 school year.
- Approved the following maternity (child care) leave of absence for Michelle Wycko, teacher at Gillette School:
 - Paid leave of absence beginning on February 17, 2009 through April 21, 2009, using accumulated sick days.
 - Unpaid family leave of absence beginning April 22, 2009 through June 30, 2009.
 - Anticipated return date is September 1, 2009.
- Approved the following maternity (child care) leave of absence for Rose Mary DiCarlo, teacher at Gillette School:
 - Paid leave of absence beginning on March 2, 2009 through April 30, 2009, using accumulated sick days.
 - Unpaid family leave of absence beginning May 1, 2009 through June 30, 2009.
 - Anticipated return date is September 1, 2009.
- Approved a short term child care leave for Peter Hockmeyer, special education teacher at Central School.
 - Approved a transfer in assignment for Josie Smith from full time teacher assistant at Millington School to full time teacher assistant assigned part time to Millington School and part time to Gillette School. The transfer shall be effective October 28, 2008. The change is being made to best meet the needs of students requiring these services.
- Approved an increase in the weekly hours for Jennifer Pearson, Teacher at Gillette School, from .5 to .59 for the 2008-2009 school year, retroactive to September 4, 2008.
- Approved the appointment of the following people to the Substitute Teacher List for the 2008-2009 school year:

Susan Spriggs	Jessica Marantz
Elena Betines	Susan Cerbone
Nancy Harris (substitute nurse)	

- Approved the first reading of the following policies:

1100	Communicating with the Public
3541.31	Use of Privately Owned Vehicles

- Approved the second reading of the following policies:

3514	Equipment
4116	Teacher Evaluation
9126	Board Attorney
9123/9124JD	Job Description - School Business Administrator and Board Secretary

OTHER

- Accepted the Annual Report of Violence and Vandalism for the 2007-2008 school year.
- Accepted the Quality Assurance Annual Report, including the Comprehensive Maintenance Plan and the School Nursing Services Plan for the 2007-2008 school year and authorize its submission to the Executive County Superintendent for Morris County.

ITEMS FOR DISCUSSION

Ms. Becker stated that at the last meeting the Board adopted the Board Goals for the 2008-2009 school year. She just wants to make sure that the Board is paying attention to it. One of the goals is for the Board to develop a professional development plan for the board members. She is looking for volunteers. She will ask Mrs. Nyquist and Mr. Carbone to determine if either of them is interested. The Community Relations goal will be led by Mr. Carbone. Mr. Meringolo will address the negotiations goal. The subscription busing goal is being monitored by Ms. Becker and Mrs. Scanlon.

COMMENTS FROM THE PUBLIC

There were no additional comments from the public.

PRIVATE SESSION

The Board entered Private Session for the purpose of discussing negotiations with the Teamsters. Disclosure of the above will be permitted following formal action by the Board at an open public meeting. Formal action is anticipated as soon as these matters are no longer of a confidential nature.

ADJOURNMENT

FUTURE MEETING DATES

November 10, 2008 – Worksession – Gillette Board Office – 7:30 p.m.
November 24, 2008 – Regular Meeting – Gillette Board Office – 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.**