

BOARD BRIEF

Worksession and Regular Meeting

December 14, 2009

AT THE December 14, 2009 MEETING OF THE BOARD OF EDUCATION, THE BOARD TOOK ACTION ON THE FOLLOWING ITEMS...

COMMUNICATIONS

The Board of Education received a card from Lori Jones thanking them for the opportunity to serve as Gillette School Principal/Director of Curriculum and Instruction.

The Board also received a letter from the Office of Legislative Services thanking the district for the recent letter and resolution that had been submitted expressing opposition to bill A-4140 concerning collective bargaining agreements and subcontracting.

BOARD COMMITTEE REPORTS

Finance Committee – Mr. McCarthy reported that the Finance Committee met this evening prior to the Board meeting. There are five figures on the Bills List and Payroll this evening. These figures are in order and recommended for approval. In addition, Mr. Esposito reported to the Committee that the budgets from the schools are due by the beginning of January. The Finance Committee will be meeting to discuss the budget prior to each Board Meeting beginning in January.

An increase to the subscription busing fee will be recommended for the 2010-2011 school year. This resolution will be included on the January 11th agenda. An increase of \$25.00 per student to \$375.00 is recommended with the family limit remaining at \$800.00. Mr. McCarthy stated that the Finance Committee recognizes that it is difficult to increase this amount, given the economic climate. Mr. Esposito noted that the \$25.00 increase will translate into approximately \$5,000 in additional revenue but will not fully cover the increased route cost the board will have in 2010-2011. The Board's plan in implementing the subscription busing program was that over time the Board's subsidy of the expense would decrease.

Mr. McCarthy also reported that Mr. Birkhead and Mrs. Shanagher made a presentation to the Finance Committee this evening on the status of the music program in the Long Hill Township School District with regard to general music, band and chorus. Two years ago significant cuts were made to the music program, with an indication that they would hopefully not be permanent. The music teachers asked the Finance Committee to consider three things: 1) having the Board once again pay the stipends for Band and Chorus, 2) increase Mr. Rideout's position to full time and 3) add a half time music position to Central School. Mr. McCarthy indicated that the Finance Committee would consider these requests when discussing the budget. He thanked Mr. Birkhead for his enthusiastic presentation.

Policy Committee – Mr. Carbone reported that the Policy Committee is waiting for the review of the District Policy Manual to be completed by New Jersey School Boards Association.

Curriculum Committee – Mr. Carbone indicated that the Curriculum Committee met last Monday to review and discuss the Social Studies Curriculum. Some revisions were suggested which have been completed. The Committee is recommending adoption of the curriculum this evening. This curriculum is aligned with the 2006 New Jersey Core Curriculum Content Standards in accordance with the NJQSAC monitoring requirements.

Buildings and Grounds – Mr. Dreyer reported that the Buildings and Grounds Committee met this evening. Representatives from Temco, Trane and CSI (Chemical Specifics) discussed the evaluation of the chiller unit installed to cool the new section of Central School as part of the last referendum. There are some issues with the unit as it has not been properly maintained. Unfortunately over the past couple of years money was not available in the budget to be able to enter into a maintenance contract for this equipment. The Buildings and Grounds committee discussed the alternatives to address the problem and the need for preventative maintenance of the unit going forward. The district will solicit proposals from a couple of different firms. A recommendation will be made in terms of which solution to the problem would be best.

SUPERINTENDENT'S UPDATE

Dr. Rovtar stated that she is happy to report that the district received the official determination on the assessment indicators on the Instruction and Program aspect of the NJQSAC monitoring. The district has, in fact, met the standards for adequate yearly progress in both mathematics and language arts. Additional points were awarded for having a 5% increase in the number of students attaining proficiency in language arts. The district now has adequate points, based on the self assessment conducted by the district's NJQSAC Committee, to be rated as a high performing district. On January 6, 2010, the county office team will conduct their onsite visit to verify our responses on the five checklists and make their determination as to the district's status.

Dr. Rovtar said that she is sad to recommend to the Board the acceptance of the resignation of her secretary, Liz Bussiculo. Mrs. Bussiculo has done an excellent job and she will be missed. We are fortunate that Mrs. Mickles, who had previously served as interim secretary in that office when Mrs. Lane retired in 2008, is willing to return to the position on a permanent basis.

It was noted that Dr. Wetherell will be leaving her position as principal of Gillette School and Assistant Superintendent for Curriculum at the end of this month. Dr. Rovtar thanked Dr. Wetherell for her ten years of service to the district in a variety of different roles. She and the Board are particularly grateful for the personal effort and energy Dr. Wetherell has invested in revising and updating almost all areas of the curriculum over the past two years. Dr. Rovtar extended her sincere wishes to Dr. Wetherell for continued success in whatever direction her career path may take.

Dr. Rovtar also commented on the wonderful work that Mr. Gross has done in his three months as Interim Principal at Central School. This is a most demanding job, and Mr. Gross handled his responsibilities with integrity and enthusiasm. From learning how to schedule students in our new student information system, to working with the teachers on our data driven instruction initiative, to supervising dances, Mr. Gross was hands on and committed to really serving the students and faculty of Central School. She stated that she is very grateful that she was able to have such a trusted colleague step in and lead her alma mater, if only for a short period of time. She thanked Mr. Gross for his willingness to come out of retirement a second time to serve the Long Hill Township School District.

Progress on 2009-2010 district goals – Mrs. Sepe will be attending on of the regional meetings being conducted on the new End of Course Algebra Test that our eighth grade Algebra students will be expected to take this spring. Passing this test will become a graduation requirement beginning in the spring of 2011.

Dr. Rovtar stated that she will need to meet with the Board in Private Session this evening to report on a legal matter.

ASSISTANT SUPERINTENDENT'S UPDATE

In Dr. Wetherell's absence, Dr. Rovtar reported that Gillette School has once again gathered mittens and gloves for underprivileged children with their Mitten Tree. Last week the students had a Spiderman assembly program that taught the students anti-bullying strategies and behaviors. This program was sponsored by a F.O.R.C.E. grant written by Kimberly Gordon, District Guidance Counselor. The PTO Book Fair was held earlier this month and was very successful. "White Day" was held in Gillette School and "Purple Day" is scheduled for January 15th. Dr. Wetherell has been working on the Professional Development Plan for Gillette School for 2010-2011. She will be meeting with the teachers to finalize the plan before the end of the month. The Social Studies Curriculum has been completed and is recommended for adoption this evening.

ADMINISTRATORS AND TECHNOLOGY COORDINATOR'S UPDATES

On behalf of Mrs. Dawson, who is ill, Dr. Rovtar reported that all of the students in grades three through five have taken the first benchmark assessment in Learnia. The results are being analyzed and the information will be used to identify gaps and weaknesses to help teachers prepare students for the state assessments. A second Learnia benchmark assessment will be administered in March. For the January 18th inservice day, training has been scheduled for these teachers to learn how to construct tests through the Learnia Item Bank. This allows teachers to use test questions, which mirror the types of questions that are asked on the NJASK, to create their own assessments to target the specific cumulative progress indicators they have identified for their individual class.

On behalf on Mr. Gross, who is also ill, Dr. Rovtar read his report to the Board:

"I'm sorry I cannot be here tonight to deliver my last report to the Board. I have been battling a bad cold and do not want to jeopardize my ability to be in school to finish my commitment to the students, staff and Board of Education. For the first time in 33 years, I stayed home from a Giants game to try and nurse this illness. Just ask Russ Dreyer, he knows my passion for the Giants.

During the month of December, the following activities have taken place:

We participated in articulation meeting with the High School and the sending districts in Language Arts, Mathematics and Special Education.

Students participated in the Consortium Spelling Bee.

We held a choral concert for parents and a choral concert for the students.

In cooperation with the local American Legion, our students created many cards of thank you to our wounded soldiers from New Jersey.

This week we will present our annual band concert for the parents and band assembly for the students.

Tomorrow the students will be treated to an assembly program entitled Mayhem Poets.

Next week the WHRHS Choir will present an assembly program for our students.

On December 9th, George Villar, your new Central School Principal, and I spent a day together. By the end of the day he was on brain overload with information. I anticipate a very smooth transition in January.

I would like to thank the Board of Education and René Rovtar for having had confidence in my ability to be the Interim Principal at Central School. I would also like to thank the staff of Central School for their help and support these past three months. You can rest assured that they are working extremely hard to make all students at Central successful. I strongly believe the educational process is working well and that everyone is now on the "team."

Again I thank you for this latest adventure in Long Hill Township and wish our district continuing success in the education of all the students."

A reception for parents to meet Mr. Villar will be held on Thursday evening, December 17th at 7:00 p.m. in the Central School All Purpose Room.

Mr. Blinder reported that he is waiting for a date from Verizon on the installation of the Business FIOS at Millington. It should happen soon. We had some issues with the FIOS service at Central last week. When the Business FIOS went down, the free FIOS also went down. Mr. Blinder is working on putting the technology budget together for 2010-2011. The first grade classes visited the Gillette School computer lab last week. The students did some activities on the computers, many of them indicating they had not used computers before. Mr. Blinder also set up a live video conference between the students in the computer lab and the students in the library. He is hoping to set up an opportunity for a teleconference between students at Gillette and Millington soon. Mr. Blinder wished everyone a happy holiday and a happy new year.

BOARD SECRETARY'S UPDATE

Mr. Esposito gave a quick overview of the district's insurance coverage. We belong to the Morris Essex Insurance Group (MEIG). We have belonged to this group since the mid-1990s. This is an excellent example of shared services. Our Workers Compensation premium was substantially reduced this year due to the privatization of the custodian and maintenance services. Our premium was \$60,000. Reserves are set aside for Workers Compensation. If the reserves are not used, they are returned to the member districts. Last year we received a premium refund of \$19,000. The MEIG does a lot of training in risk prevention. It is a very well run organization.

COMMENTS FROM THE PUBLIC

Mrs. Franklin, president of the LongHill Education Association, noted that in the past, the last two days of the school year have been half days. On the calendar presented, only one half day is noted. Dr. Rovtar stated that she would revise the proposed calendars to reflect half days on the last two days of school in June.

RESOLUTIONS

Minutes

- The Board accepted the November 23, 2009 – Regular Meeting – Public and Private Sessions as presented to be made part of the public record.

Financials

- Approved the Payrolls for November 13 and 30, 2009 and the List of Bills for November 30 and December 3 and 14, 2009 for payment as follows (as attached):

Payroll for November 13, 2009	
Fund 10	\$ 22,525.09
Current Expense-Fund 11	\$ 378,012.22
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 400,537.31
Payroll for November 30, 2009	
Fund 10	\$ 22,518.92
Current Expense-Fund 11	\$ 365,964.35
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 388,483.27
Bill List for November 30, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ -
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ 909.29
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 909.29

Bill List for December 3, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ 92,259.84
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 92,259.84

Bill List for December 14, 2009	
Fund 10	\$ -
Current Expense-Fund 11	\$ 371,863.94
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ 22,029.92
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 393,893.86

- Adopted the following resolution to request a waiver of the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2010-2011 school year:

WHEREAS N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2010-2011 school year, and

WHEREAS the Long Hill Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Long Hill Township Board of education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris as appropriate request for a waiver of the requirement of N.J.A.C. 6A:23A-5.3 for the 2010-2011 school year.

- Approved the Agreement with On-Tech of Red Bank, New Jersey, for E-Rate Application Completion Services for the 2010-2011 school year. The cost of this service is 20% of any funding received, to be reimbursed by the savings realized from funding the application.
- Approved the performance of a free on-site energy audit by Public Service Electric and Gas through the Direct Install Program for Governmental Facilities.
- Authorized the submission of the application for IDEA-ARRA funds as set forth below:

IDEA ARRA Basic	Long Hill Township	\$229,254
	St. Vincent de Paul	\$ 22,366
IDEA ARRA Preschool	Long Hill Township	\$ 9,108

- 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 \$60,980.00 for a one-to-one full time instructional aide to the Morris Union Jointure Commission. Service will be provided for the 2009-2010 school year for student #4316075761 as per the student’s IEP.
- Approved Behavioral Consultant, Michelle Lawton, to provide 40 hours of services for the 2009-2010 school year. Services to be rendered include development of plans, consulting and providing staff training for district teachers of autistic students. The fee for services is \$125.00 per hour for a total expenditure of \$5,000.00.

- Approved reimbursement to the parents of student #3493945835 for VB/ABA Behavior Therapy. The student is to receive 10 (ten) one-hour sessions per month at the cost of \$65.00 per session. The services are to be provided by Child's Play Center beginning the week of November 30, 2009 and continuing through June 2010.

Personnel

- Approved the agreement with Brookwood Consulting for the provision of Supervisory Special Education Services for the period February 1, 2010 through June 30, 2011. The per diem rate for services will be \$525.00 for the period February 1, 2010 through June 30, 2010 and \$550.00 for the period July 1, 2010 through June 30, 2011.
- Appointed Brett Matisak as a Teacher Assistant the Gillette School at the Step 1 salary of \$28,511.00 prorated for the period December 1, 2009 through June 30, 2010. This appointment is made due to increased enrollment in one of the special education programs at Gillette School.
- Accepted, with regret, the resignation of Liz Bussiculo, Secretary to the Superintendent of Schools, effective December 31, 2009.
- Appointed Elizabeth Mickles to the position of Secretary to the Superintendent at the annual salary of \$41,382.00 (based on .88 of full time position) prorated for the period January 4, 2010 through June 30, 2010.
- Approved the following appointment contingent upon receipt of necessary certification:

Sport/activity	Advisor	Stipend
Fencing	Eric Kirberger	\$2,659*

*Stipend to be paid from pay to play fees paid.
- Approved the appointment of the following people to the Substitute Teacher List for the 2009-2010 school year:

Barbara Stasiewicz

Curriculum

- Approve curriculum as listed below:

Social Studies	Kindergarten through 8 th grade
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Other

- Approve the submission of a revised District Performance Review Checklist in the area of Instruction and Program in accordance with the district's NJQSAC review. The revision reflects the addition of 10 points for having met the Adequate Yearly Progress standard in the area of Language Arts Literacy.

	Original Total	Revised Total	Total Points Possible
Instruction and Program	76	101	106
- Adopted the school calendars for the 2010-2011 and 2011-2012 school years as presented.

ITEMS FOR DISCUSSION

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

PRIVATE SESSION

The Board entered into Private Session to allow the Superintendent to report to the Board on a legal matter. Disclosure of the above will be permitted as soon as these matters are no longer of a confidential nature.

ADJOURNMENT

FUTURE MEETING DATES

January 11, 2010 – Workshop Meeting – Town Hall – 7:30 p.m.

January 25, 2010 – 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.**