

# **BOARD BRIEF**

## **Regular Meeting**

### **June 22, 2009**

AT THE June 22, 2009 MEETING OF THE BOARD OF EDUCATION, THE BOARD TOOK ACTION ON THE FOLLOWING ITEMS...

**PRESENTATION BY CENTRAL SCHOOL STUDENTS – What Prejudice Means to Me Contest Award Winners** – Mrs. Heide and two of the nine 6<sup>th</sup> grade student winners from Central Middle School were present. This contest has been sponsored by the National Council of Jewish Women, the West Morris Chapter, for 11 years. It is open to any 6<sup>th</sup> grade student in Morris County. Awards are given for Art and Essay. This year, Long Hill was fortunate to have 2 Grand Prize winners. The students attended the awards ceremony in May. Mrs. Heide announced all of the award winners and asked one of the students to read his essay for the Board members.

**COMMUNICATIONS** – The Board received a note from Mrs. Susan Gronske thanking them for the recognition which was given at the last Board meeting for her service on the FORCE Board of Trustees. The Board received a card from Mrs. Linda DeFillipis thanking the Board for the silver tray that was presented to her last week by Mrs. Scanlon to recognize her years of service as a teacher as she retires from the district. Mrs. Scanlon also reported that the Township Committee sent a letter indicating their approval of the Board's request to use Town Hall as a meeting location and to begin broadcasting Board of Education meetings on the Long Hill TV.

#### **BOARD COMMITTEE REPORTS**

Policy Committee – Mr. Carbone stated that the Policy Committee met last week. There are four policies on the agenda this evening for a second reading and adoption. The committee is also working on the development of a Mission Statement, which is required for QSAC monitoring.

Curriculum Committee – Mr. Carbone indicated that the Curriculum Committee had met last week and reviewed the revised Language Arts Curriculum with Dr. Rovtar and Dr. Wetherell. There were some revisions that Dr. Wetherell is making. The curriculum will then be brought to the Board for adoption. The Committee will be meeting next week to review the curriculum for Industrial Arts and Art, which the committee members received this evening.

Finance Committee – Mr. McCarthy stated that the Finance Committee met this evening to review the Bills. The figures included in resolution 2 agree with the Bill List figures and are recommended for approval.

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

Dr. Rovtar stated that the past week has been very busy. She was able to attend the awards assembly at Millington School last Friday. Graduation was held at Central School on Friday evening and was a very lovely event. This week we are having two days of staff inservice training and there are a number of different activities occurring. The teachers in grades 4 through 8 are receiving training on the Genesis Gradebook software. There was also a session this morning with a representative from the science textbook company to review the new materials. Dr. Wetherell prepared curriculum binders and that information is being reviewed with teachers in grades K through 5.

Dr. Rovtar acknowledged that this has been a difficult year. With a spending freezing going into place on October 1<sup>st</sup>, she stated that she truly appreciated the cooperative spirit of the staff in finding ways to collaborate and to do more with less to get through the year.

#### **BOARD SECRETARY'S UPDATE**

Mr. Esposito stated that he received a proposal from LDP Consulting with regard to the Health Benefits Consulting Services which will be discussed in private session. Mr. Esposito indicated that he received preliminary information on the bid results from Energy for America. There was a lot of interest in the bids for these trade services. Energy for America is reviewing the bid documents and will be forwarding recommendations for Board approval. Mr. Esposito thanked the Board members for completing the Board self-evaluation

document. This information has been transmitted to Joanne Borin to allow her to compile the results for the July Board retreat. Subscription busing enrollment forms have been received from 130 families. Thirty-two families have indicated that they are not interested in subscription busing. Two hundred families have not responded to date. Mr. Esposito and Dr. Rovtar continue to meet with the Temco representatives on a weekly basis to prepare for the July 1 transition. Last week Temco provided us with a list of the proposed district employees. The site manager selection is expected to be finalized this week. The VersaTrans software has been loaded with assistance from Alex Blinder. The digital mapping is complete and the student data has been brought over successfully from Genesis. There are 18 hours of training in the use of the software. That training will take place in July. This morning, Mr. Esposito attended a session sponsored by the New Jersey Department of Education on the ARRA funding (American Recovery and Reinvestment Act). This stimulus money received from the Federal government is being used by the State of New Jersey to replace state equalization aid to school districts. Long Hill will be receiving additional IDEA money. This money will need to be spent according to guidelines established. There are extensive accountability and reporting requirements. Mr. Esposito asked Board members to let him know whether or not they will be attending the New Jersey School Board's Fall Workshop in Atlantic City in October.

### **COMMENTS FROM THE PUBLIC**

Mr. Gianakis, Vice President of F.O.R.C.E., gave Dr. Rovtar a copy of the DVD of the Millington School production of the Wizard of Oz to give to Mr. Blinder to thank him for his assistance in making the recording of the play. The play was sponsored by F.O.R.C.E.

Mr. Gianakis asked about the status of the follow-up to the defeat of the second question for technology. Dr. Rovtar explained that we have acquired a piece of equipment that will allow us to test the use of the free internet access available to us through Verizon. One of the district parents is working on a volunteer basis with Alex Blinder on this trial. The equipment will be installed very soon. The installation will be done at Millington School and was deferred due to the inservice training that is taking place at with our teachers this week at the school. If successful, this equipment should provide improvement to the bandwidth situation. There are no current plans for the purchase of new computers during the 2009-2010 school year at this point.

There were a number of Kindergarten parents in attendance at the meeting. A lengthy discussion took place regarding the recommendation on the agenda to alter the length of the Kindergarten day beginning in September. Dr. Rovtar explained that the time that is being eliminated, approximately 20 minutes, is not instructional time with the Kindergarten teacher, but rather snack time and transition time as the children are in the all purpose room with an aide awaiting dismissal. The proposed program would be in excess of the two and a half hours that is required by the State for half day Kindergarten. Parents expressed concern about the decrease in this time which is used for socialization. A question was raised as to how the busing will work. Dr. Rovtar explained that the administration has wanted to make this change for a number of years, but was unable to do it because the bus company could not accommodate it. Within the past couple of weeks the bus company has told us they can accommodate this change.

Parents stated that they would prefer not to lose any time from the Kindergarten day and expressed a desire to see full day Kindergarten implemented in the district. Dr. Rovtar stated that full day Kindergarten would not be a possibility at this time or for the foreseeable future due to the budgetary constraints. Implementing a full day program would require us to double our Kindergarten staff, a cost that would exceed \$200,000. We also do not have the space available to accommodate it.

A question was raised as to why this proposed change was not discussed in the Kindergarten Workshop held in April. Dr. Rovtar stated that we had only recently obtained the agreement of the bus company. In her opinion, simply because it was not presented at Kindergarten Workshop was not a strong enough reason to delay its implementation for a year.

A number of people in the audience stated that their children had been well-served by the half day Kindergarten program. Dr. Rovtar stated that the district's Kindergarten teachers are excellent and do a wonderful job instructing the students. The Kindergarten wrap-around program compliments our Kindergarten program because there is excellent communication with our Kindergarten teachers. The wrap-around staff reinforce our curriculum. They also have smaller numbers of students so the student/teacher ratio is low. The program is good, but not superior to our Kindergarten program.

Mr. Gianakis asked about the bid results for maintenance work. He wanted to know if this was work that was previously done by our own staff. Dr. Rovtar indicated that this “trade” work: electrical, plumbing, etc., was some thing that we currently call in outside companies to do for us. Having the work bid allows us to simply call the companies in immediately when the need arises rather than having to get quotes or bids when the services are needed.

Mr. Gianakis stated that F.O.R.C.E. will be holding a 5K race as a fundraiser on October 3<sup>rd</sup>. He questioned why the district insurance could not cover this event since coverage was provided for the Wizards game. Mr. Esposito stated that it was due to the nature of the Wizards game being held in a school gymnasium. The 5K run provides a different type of risk with participants running on Township roads, potentially encountering traffic, etc. The district insurance would not cover that type of event.

Mr. Carbone stated that parents should be supportive of the F.O.R.C.E. organization as they provide a tremendous amount of support for the district.

Dr. Rae stated that the PTO is also a wonderfully supportive group. They are currently looking for members to hold offices in the organization. Parents were also encouraged to be supportive and involved in the PTO.

Ms. Barone stated that relative to the discussion on Kindergarten, she would like to see the idea of possible full day Kindergarten be part of the discussion with regard to regionalization/consolidation. Perhaps full day Kindergarten could be implemented if consolidation were to take place in the future.

Mr. Meringolo stated that he had contacted Senator Kean with regard to the Bill in the legislature to shift responsibility for crossing guards from the municipality to the school district. Senator Kean indicated that he does not support this legislation.

## **RESOLUTIONS**

### **Minutes**

- Accepted the minutes of the June 8, 2009 – Worksession Meeting – Public & Private Sessions as presented and made them part of the public record

### **Financials**

- Approved the Payrolls for May 15 and 29, 2009 and the List of Bills for June 8, 2009 and for June 16, 2009 for payment as follows (as attached):

#### **Payroll for May 15, 2009**

Fund 10	\$ 23,578.04
Current Expense-Fund 11	\$ 407,319.48
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 430,897.52

#### **Payroll for May 29, 2009**

Fund 10	\$ 23,586.61
Current Expense-Fund 11	\$ 386,261.54
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ -
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 409,848.15

**Bill List for June 8, 2009**

Fund 10	\$ -
Current Expense-Fund 11	\$ 165,341.86
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ 5,991.72
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 171,333.58

**Bill List for June 16, 2009**

Fund 10	\$ -
Current Expense-Fund 11	\$ 19,730.53
Capital Outlay-Fund 12	\$ -
Special Revenue Fund-Fund 20	\$ 10,582.36
Capital Projects-Fund 30	\$ -
Debt Services – Fund 40	\$ -
Total	\$ 30,312.89

- Approved a maintenance agreement with CDK Systems, Inc. to provide budget and accounting software for the 2009-2010 school year at an annual cost of \$3,265.00

**Special Education**

- Approved the payment of \$750.00 to the Center for Assistive Technology and Inclusive Education Studies (CATIES). An assistive technology evaluation is to be completed for student #406001337 to determine eligibility for a device or services. The evaluation will take place during the month of July 2009 at The College of New Jersey. Parent will provide transportation to the evaluation.
- Approved the placement and the payment of tuition to Banyon School in the amount of \$3,568.00 for the Extended School Year Program and \$35,676.00 for the 2009-2010 school year. Student #7675887735 will attend Banyon School as per the student's IEP.

**Personnel**

- Approved the appointment of Linda Sepe as a Teacher of Mathematics at Central School for the 2009-2010 school year at the Step 4 MA salary of \$49,745.00.
- Approved the following summer hours for the Child Study Team and office staff to complete evaluation work and reports as needed:

<u>Name</u>	<u>Schedule</u>	<u>Per Diem</u>
Laura Novak, LDTC	not to exceed 2 days	\$430.00
Catherine Tedesco, LDTC	not to exceed 2 days	\$416.00
Sarah Romeo, Social Worker	not to exceed 2 days	\$236.23
Jocelyn Pashko, School Psychologist	not to exceed 2 days	\$250.23
Ann Kisch, secretary*	*secretary time not	\$230.40
Debra J. Tremarco, secretary*	to exceed 10 days combined	\$218.89

- Approved the following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program:

<u>Name</u>	<u>Position</u>	<u>salary not to exceed</u>
Kathy Malanga	Program Coordinator	\$5,600.00
Marie Laurita	SKIP Teacher	\$2,176.51
Katie DeCotiis	KIT Teacher	\$3,401.15
Maryann Infantini	Group 1 Teacher	\$4,263.21
Martha Newcomb	Group 2 Teacher	\$6,218.07
Cynthia DeMartino	Group 3 Teacher	\$4,796.07
Rebecca Emert	Group 4 Teacher	\$6,663.10
Anne Elmowitz	Wilson Reading Coach	\$ 630.00

Holly Rosenfeld	Phys. Educ./Recreation Teacher	\$3,953.10
Shawn Doyle	Arts and Crafts Teacher	\$4,876.97
Julie Hersh	Speech and Language	\$2,582.07
Tovah Ferges	Speech and Language	\$1,756.86
Jessica Coletta	Occupational Therapist	\$ 676.55
Aviva Rosenberg	Physical Therapist	\$2,008.28
Marcie Skrobacz	School Nurse	\$3,436.84
Colleen Clifford	Teacher Assistant	\$1,490.92
Suzanne Aiello	Teacher Assistant	\$2,102.30
Jacky Grossberg	Teacher Assistant	\$2,005.87
Laurraine Lemond	Teacher Assistant	\$1,704.70
Dena Wells	Teacher Assistant	\$1,704.70
Noemi Velazquez	Teacher Assistant	\$2,557.05
Sandra Salmon	Teacher Assistant	\$2,005.87
Lauren O'Donnell	Teacher Assistant	\$2,028.12
Kara Arnold	Teacher Assistant	\$2,005.87
Michelle Lawton	Behavioral Consultant (30 hours)	\$3,750.00

- Approved the appointment of Maria Frucci as a Teacher Assistant for student 999903 who is attending the Extended School Year Program at the Developmental Learning Center in Warren, NJ. Ms. Frucci will be paid at the hourly rate of \$21.46 for hours worked prior to July 1, 2009. The hourly rate for Extended School year beginning July 1, 2009 is \$22.65.
- Approved the appointment of Maria Frucci as a full time Teacher Assistant for the 2009-2010 school year for student 999903 who will be attending the Developmental Learning Center in Warren, NJ. Ms. Frucci will be paid at the Step 1 salary of \$28,511.00.
- Approved the carryover of five (5) unused vacation days from 2008-2009 to 2009-2010 for Alex Blinder, Technology Coordinator, in accordance with the terms of his contract.
- Approved the following maternity (child care) leave of absence for Kristen Segreto, teacher at Central School:
  - Paid leave of absence beginning November 9, 2009 through December 4, 2009, using accumulated sick and personal days
  - Unpaid family leave of absence beginning December 7, 2009 through March 1, 2010.
  - Unpaid leave beginning March 2, 2010 through June 30, 2010.
  - Anticipated return date is September 1, 2010.
- Approved the following personnel to serve as summer technical assistants for the period July 6, 2009 through August 28, 2009 at the hourly rates listed below. Total payment for all summer technical assistant hours shall not exceed \$5,000.00

Pam Kmetz	\$19.00 per hour
Lisa Bussiculo	\$14.00 per hour

**Policy**

- Approved the second reading of the following policies:

2131.1JD	Job Description – Assistant Superintendent for Curriculum
2225	Rights of Persons with Handicaps or Disabilities
6171.4	Special Education
9326	Minutes

**Other**

- Approved the following revisions to the Kindergarten program times as set forth below for the 2009-2010 school year:

AM Session	9:00 – 11:45 (previously 12:05)	drop off time 8:45 - 9:00
PM Session	12:30 (previously 12:10) - 3:15	drop off time 12:15 – 12:30

The change in times would offer a total of 2 hours 45 minutes of instructional time with the kindergarten teacher in both the morning and afternoon session.

- Approved the submission of the Statement of Assurance of Comprehensive Equity Plan Implementation during the 2008-2009 school year to the Morris County Executive Superintendent. The Statement of Assurance affirms that the district has achieved and maintained compliance with the district's Comprehensive Equity Plan 2007-2010, as previously approved by the Board of Education and the County Superintendent of Schools. The district maintains compliance with all applicable laws, codes, regulations and guidelines governing equity in education. The district is committed to correcting any form of discrimination or non-compliance identified by the New Jersey State Department of Education.
- Approved a resolution stating that the Long Hill Township Board of Education does hereby go on record as opposing Senate Bill #1882 by adopting the following resolution:
  - WHEREAS, this bill permits municipalities to transfer responsibility of hiring adult crossing guards for the local school district and any charter schools within the municipality; and
  - WHEREAS, this bill passes on not only a financial burden, but also takes public safety responsibility away from trained personnel in local police departments and transfers that responsibility to school districts which do not have the expertise or personnel to handle this responsibility; and,
  - WHEREAS, school districts are currently limited to a 4% increase in their annual tax levy; and,
  - WHEREAS, we believe this issue of safety and security clearly rests with the local municipality and the local police force; be it
  - RESOLVED, that the Long Hill Township Board of Education strongly opposes and encourages members of the New Jersey Senate and Assembly to oppose Bill Number S-1882.
- Amended the Annual Notice of Public Meetings to reflect that beginning with the August 17, 2009 Worksession and Regular meeting, all previously advertised meetings of the Long Hill Board of Education for the 2009-2010 year will be held at the Long Hill Township Administration Building and broadcast via local access cable television to Township residents.

## **ITEMS FOR DISCUSSION**

### **OLD BUSINESS**

Mrs. Scanlon stated that a meeting will be held on Wednesday to discuss the logistics of broadcasting the Board of Education meetings. A rebroadcast schedule of the meetings will have to be developed. It was suggested that a meeting or rebroadcast occur each Monday evening at 7:30. Additional rebroadcast times will have to be chosen. The Board expressed a preference for the use of multiple cameras for the taping of the meetings. We will have to identify people to be trained in the use of the equipment.

### **NEW BUSINESS**

### **COMMENTS FROM THE PUBLIC**

Mrs. Nyquist asked if the Board would have to assume the cost of crossing guards if this legislation were passed. Dr. Rovtar said yes. That is why we are opposed to the Bill. She suggested that the district contact the high school to inquire as to whether students enrolled in AV or film courses could be assigned to work on the meeting broadcasts. She also stated that in our half day Kindergarten the teachers establish routines for the students. Time is not wasted and the curriculum is covered effectively.

Mr. Gianakis stated that the Kindergarten wrap-around program provides good enrichment for the students. He encouraged the parents that attended this evening's meeting to stay involved.

Mrs. Nyquist said that over the years many parents have requested that the school district incorporate more things into the Kindergarten program that take away from teaching time. Parents need to look at the big picture of the program.

Ms. Harrington stated that research in early childhood education has shown that difference in student achievement between students attending full or half day programs typically level out by third grade. The long term impact of the proposed change to the Kindergarten day is not dire.

## PRIVATE SESSION

The Board entered into Private Session for the purpose of discussing a contract proposal for health benefits consultant services and a continuation of the discussion on the salary determinations for the Superintendent and School Business Administrator for the 2009-2010 school year. The Board will also discuss a personnel recommendation. 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.

- Approved a revision to the Superintendent's Contract to delete the clause regarding Merit Pay effective July 1, 2009.
- Approved the following revisions to the contract with John Esposito, School Business Administrator/Board Secretary, effective July 1, 2009.

### 6.1 Reimbursement for Automobile Mileage

Employees who are required to travel to more than one location during a workday (exclusive of commuting to and from work), shall be reimbursed for mileage incurred between such locations ~~at the current Board approved rate,~~ upon presentation of a duly executed voucher. ~~All travel reimbursements shall be in accordance with New Jersey Administrative Code and regulations promulgated by OMB.~~ In accordance with Board Policy and New Jersey Administrative Code, the Business Administrator shall receive reimbursement for mileage at the prevailing rate in accordance with regulations promulgated by OMB and reimbursement for reasonable expenses incurred in the performance of his duties.

~~10.5 Medical Exam~~ Clause to be eliminated in accordance with NJ School Accountability Regulations

~~The Board will reimburse Employee for up to \$250 of the cost of an annual medical exam and/or stress test. However the Employee shall first submit the bill for coverage by the medical insurance carrier, and the Board shall reimburse the Employee for any out of pocket expense for the examination up to the maximum of \$250.~~

- Approved an agreement with HRH Willis for the provision of Health Benefits Consulting Services for compliance purposes for the period July 1, 2009 through June 30, 2010 at an annual fee not to exceed \$15,000.00

## ADJOURNMENT

### FUTURE MEETING DATES

July 13, 2009 – Board of Education Retreat 6:00 p.m. Worksession/Regular Meeting 7:30 p.m. - Gillette Board Office

August 17, 2009 – Worksession/Regular Meeting – Township Administration Building – 7:30 p.m.

### FUTURE MEETING DATES

July 13, 2009 – Board Retreat, Worksession and Regular Meeting - Gillette Board Office – Retreat at 6:00 p.m., Meeting at 7:30 p.m.

August 17, 2009 – Worksession and Regular Meeting – Township Administration Building – 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.**