

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION
OCTOBER 13, 2008

The Long Hill Township Board of Education held a Worksession on Monday, October 13, 2008 in the Gillette Board Office. The meeting was called to order by Board President Suzanne Becker at 7:30 p.m.

MEMBERS PRESENT: Mr. Blocker, Mr. Butterworth, Mr. Carbone, Mr. McCarthy,
Mr. Meringolo, Mrs. Nyquist, Mrs. Scanlon, Ms. Becker.

MEMBERS ABSENT: Mr. Dreyer.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Dr. Wetherell, Asst. Supt. & Gillette School Principal
Mr. Cimino, Central School Principal
Mrs. Dawson, Millington School Principal
Mrs. Barbara and Mrs. Kehoe, representatives of the LHEA
2 township residents

PLEDGE OF ALLEGIANCE: Ms. Becker led the Pledge of Allegiance.

ADEQUATE NOTICE OF MEETING:

Adequate notice of this meeting of the Long Hill Township Board of Education was given as required by the Open Public Meetings Act as follows:

Notice was sent to the Courier News, Echoes Sentinel or the Daily Record on April 28, 2008. Notice was posted on the bulletin board in the first floor entrance hall of the School District Administration Building, Gillette, New Jersey. Notices were filed with the Township Clerk; and notices were mailed to all persons who have requested individual notice pursuant to the Open Public Meetings Act.

COMMUNICATIONS: None.

BOARD COMMITTEE REPORTS

Negotiations – Mr. Meringolo stated he will update the Board on negotiations in private session.

Policy – Mrs. Nyquist stated that there are several policies on the agenda for tonight. She noted that new State regulations require revisions to several policies. She also noted that the application for the equipment policy was changed.

Finance – Mr. McCarthy reported the committee met prior to this meeting to review the bills and found all in order for payment. He also stated that the June 30, 2008 Board Secretary and Treasurer’s report was handed out this evening.

Ms. Becker reported she met with Board Members of sending districts and stated that information is being shared and many issues related to shared services are being discussed.

SUPERINTENDENT’S UPDATE

Dr. Rovtar talked about:

- Today was a staff professional day, which focused on Qscend training for teachers.
- Emergency and crisis plans continue to be worked on, and practice evacuations will be conducted.
- She met with faculty to review financial status of district and institute a spending freeze.

ASSISTANT SUPERINTENDENT’S UPDATE

Dr. Wetherell talked about:

- The Dibels assessment has been administered to all kindergarten and first grade students. This will be done 3 times during the year to establish benchmarks and identify improvement.
- FUTURES testing began last week and the program will start next week.
- Meeting was held for KIT and SKIP parents.
- In-service for teachers was held today on web-site creation and design.
- Fire safety program is Thursday.
- Evaluation and lock-down drills are next week.
- Curriculum Committee meeting is October 27, 2008.
- Parents & Teachers of Exceptional Children will meet on Oct. 22; this group has been organized by Ms. Ragno and Ms. Gans.
- Autism Walk is being held on October 26 and Dr. Wetherell invited all to join.

ADMINISTRATORS AND TECHNOLOGY COORDINATOR'S UPDATES

Mr. Cimino talked about:

- Working on staff/student phone numbers for call notification system.
- Gave a presentation to staff on Qscend.
- Inputting information into the NJ SMART system.
- Interviewing teachers to replace Mrs. Kordal who is on medical leave.
- Student Council elections will be held on Oct 22; Mr. Salzer is running the group.
- Mr. Gillespie is running a mock-election for all students.
- Evacuation drill was held last week and it was very successful.
- He met with principals of sending districts to discuss common issues.
- He met with several student information providers in an effort to replace the SASI system.

Mrs. Dawson talked about:

- Completed anti-bullying programs
- Two food days went well
- The Fire Company visited on October 10 to meet with students
- Evacuation drill is tomorrow
- School Violence Awareness Week is October 20 – 24.
- Lock-down drill will be held the week of October 20.
- Fall Book Fair is at the end of the month.
- A mock election is being conducted by a student teacher
- Professional Development – 2 teachers are going to NJASK conferences focused on student writing.

TECHNOLOGY COORDINATOR

Dr. Rovtar gave Mr. Blinder's report saying we have locked in our domain name and there are only 7 PC's left to upgrade in Millington.

BOARD SECRETAY'S UPDATE

Mr. Esposito talked about:

- ASSA meeting tomorrow. (ASSA is used to determine state aid.)
- DRTRS meeting Friday; this is an on-line report of all students transported to any school from Long Hill Township.

- Transportation – There was a problem today with a MUJC bus; a driver did not report to work and the route was not covered. Also there was a mix-up at MUJC regarding the holiday despite the fact that they were reminded last week of the half-day session. Mr. Esposito sent a letter to the head of transportation at MUJC asking for an explanation.
- Insurance summary:
- We are members of the Morris Essex Insurance Group for Workers Compensation and Property/Liability Insurance.
- There are currently 19 school districts in the consortium, which was created in 1984.
- Our WC premium this year is \$80,420 and Property is \$63,525.
- We received a return of surplus of \$19,210 last year.

Mr. Esposito then provided an overview of the various coverages the district has in its policy, which include: property, boiler, flood, general liability, automobile, environmental, crime, educator's legal liability and commercial umbrella.

COMMENTS FROM THE PUBLIC

At this point, the Board of Education welcomes comments from any member of the public. Please note that as per Board Policy #1120, a total of fifteen (15) minutes is allocated for public comments at any single Board meeting. In order to provide residents the opportunity to comment, individual speakers are limited to three minutes each at any particular Board meeting. The Board may extend these time limits at its discretion.

MRS. BARBARA read a statement regarding OPRA as it relates to employee review and right to notification. She cited two examples she believed violated this act at the last Board meeting. Dr. Rovtar responded that any statements made were not evaluative in nature.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Carbone and seconded by Mrs. Scanlon that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

APPROVAL OF
MINUTES

September 22, 2008 – Regular Meeting – Public Session

4. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and the Treasurer of School Funds for the month ending June 30, 2008.

APPROVAL OF
TREAS. REPORT

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator approve the transfers for June 30, 2008.

APPROVAL OF
TRANSFERS

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Travel/Conference Registration for the staff indicated for professional improvement or development as per the attached listing.

APPROVAL OF
TRAVEL

ROLL CALL VOTE on resolutions 2,3,4,5,6:

YES: Mr. Blocker		Mrs. Nyquist
Mr. Butterworth	Mr. McCarthy	Mrs. Scanlon
Mr. Carbone	Mr. Meringolo	Ms. Becker

NO: None.

Resolutions 2,3,4,5,6 carried 8-0.

It was moved by Mrs. Nyquist and seconded by Mrs. Scanlon that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 7,8,9,10,11,12,13,14,15.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve St. Clare's Hospital to provide tutorial services to any Long Hill Township student who is admitted to the hospital, once the Superintendent has granted approval. Services are authorized for one (1) hour per day at \$49.00 per hour for the 2008-2009 school year.

APPROVAL OF
TUTORIAL
SERVICES AT
ST. CLARE'S
HOSPITAL

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the provision of home instruction for student #3733120204. Home instruction will be provided by St. Clare's Hospital for one (1) hour per day at a rate of \$49.00 per hour at St. Clare's Hospital. Home instruction will begin September 24, 2008 and continue until the student has been discharged and returns to school.

APPROVAL
OF HOME
INSTRUCTION

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent And the Director of Special Services, approve the payment of \$420.00 to Stepping Stones to Communication, L.L.C. for Speech therapy provided to student #2011827, as per student's IEP. Services were provided to the student in August, 2008: Four (4) hours @ \$105.00 per hour at the Stepping Stones to Communication, L.L.C. office.

APPROVAL
OF PAYMENT
TO STEPPING
STONES

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the payment of \$2,491.00 to the Morris Union Jointure Commission for the provision of ABA Home Program services which were provided to student #999903 as per the student's IEP. Services were provided during the month of August 2008 in lieu of an August out-of-district placement.

APPROVAL OF
PAYMENT TO
MUJC

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the payment of \$650.00 to Dr. Vanna Ampranth for a neuro-developmental evaluation for student #240. The evaluation of the student was completed on August 1, 2008 at the doctor's office.

APPROVAL OF
PAYMENT FOR
EVALUATION

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the payment of \$5,728.44 TO Somerset County Educational Services for transportation provided for student #999903 for the 2008 Extended School Year Program at the Phoenix Center.

APPROVAL OF
PAYMENT TO
SOMERSET CTY
FOR TRANSP.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal/ Director of Athletics approve the following appointments:

APPROVAL
OF STIPEND
POSITIONS

Sport/Activity	Advisor	Stipend
Newspaper advisor	Andrew Gillespie	\$1,751.23*
Student Council Advisor	Dan Salzer	\$1,751.23
Boys' Soccer Coach	Michael Lisbona	\$2,557.01*
Girls' Soccer Coach	Marco Freyre	\$2,557.01*
Yearbook Advisor	Guy Buffone	\$ 608.38*
	Kathryn Ralston	\$ 608.38*
Cross Country Coach	Maura Aimette	\$1,278.50*
	Charles Mott	\$1,278.50*
Booster Club	John Birckhead	\$ 875.61*
	Janet Shannon	\$ 875.61*
Orchestra/Band Advisor	Eileen Shanagher	\$1,700.35*
	John Birckhead	\$1,448.44*
Choral Director	John Birckhead	\$2,076.45*

*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the appointment of Kimberly Gordon as District Guidance Counselor for the period November 4, 2008 through June 30, 2009 at the Step 1 MA salary of \$45,395 prorated.

K. GORDON
APPOINTED
GUIDANCE
COUNSELOR

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of the following people to the Substitute Teacher List for the 2008-2009 school year:

L. SULLIVAN
APPOINTED
SUB. TEACHER

Lawrence Sullivan

OLD BUSINESS

Mrs. Nyquist asked about holiday activities in Gillette School and Dr. Wetherell responded.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

Mrs. Nyquist left the meeting at this point.

It was moved by Mr. Blocker and seconded by Mrs. Scanlon that the Board go into private session for the purpose of discussing negotiations with the Teamsters.

PRIVATE
SESSION

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. Motion carried 7-0. Into private session at 8:35 p.m.

It was moved by Mr. Carbone and seconded by Mr. Meringolo that the Board return to public session. Motion carried 7-0. Into public session at 8:58 p.m.

PUBLIC
SESSION

It was moved by Mr. Carbone and seconded by Mr. Blocker that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 8:59 p.m.

ADJOURNMENT

FUTURE MEETING DATES

- October 27, 2008 – Regular Meeting – Gillette Board Office – 7:30 p.m.
- November 10, 2008 – Worksession – Gillette Board Office – 7:30 p.m.
- November 24, 2008 – Regular Meeting – Gillette Board Office – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Dr. Rene Rovtar
Superintendent of Schools