

LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
OCTOBER 27, 2008

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, October 27, 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. Dreyer, Mr. McCarthy,  
Mr. Meringolo, Mrs. Scanlon, Ms. Becker.

MEMBERS ABSENT: Mr. Carbone, Mrs. Nyquist.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mrs. Barbara, LHEA Co-President  
Mrs. Kehoe, teacher  
3 township residents

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

MEETING NOTICE:

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

Dr. Rovtar stated she received a letter from the County Superintendent approving Mr. Esposito's contract.

## BOARD COMMITTEE REPORTS

Buildings and Grounds – Mr. Dreyer reported the committee met this evening and discussed the following:

- two of the burners at Central School MUST be replaced at a cost of \$5200.00;
- must budget for 12 additional burners in 2009-2010;
- Mr. Schwartz prepared a seasonal/annual maintenance checklist but stated he does not have adequate staff to get it all accomplished;
- Central School doors are due in by November 10<sup>th</sup>;
- discussed vandalism done to the schools during use by the Recreation Dept.; a meeting will be scheduled to discuss this problem.

Negotiations – Mr. Meringolo stated the committee met with the Teamsters on Oct. 22 and will report to the Board in private session.

Policy – Mrs. Scanlon discussed the two policies on the agenda for first reading and the four policies on the agenda for second reading.

Finance – Mr. McCarthy reported the committee met and reviewed the bills list and found all in order for payment. The August Board Secretary and Treasurer Reports should be removed from the resolution as they 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 session. A discussion followed regarding the training requirements for Board Members. Mr. Esposito will verify with NJ School Boards that all Board Members are in compliance.

## SUPERINTENDENT'S UPDATE

Dr. Rovtar reported that one of our second grade students was severely hurt while on a hayride last Friday evening. All staff members were notified Sunday as were all of the parents of second grade students. Staff meetings were held in each building to make the staff aware of counseling and support that are available for the teachers and students. We have also received offers from Watchung Borough and Watchung Hills to share their counselors if needed. The family has asked for our prayers.

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

Dr. Rovtar explained resolution #12 regarding the title of Dean of Students, saying 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 title 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.

Dr. Rovtar presented the Quality Assurance Annual Report (QAAR). This report provides a basic summary of all aspects of district operations for the 2007-08 school year and will be posted on the website.

Dr. Rovtar presented the annual district report on incidents of Violence and Vandalism during the 2007-2008 school year.

BOARD SECRETARY'S UPDATE: None.

#### 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.

MR. 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 and indicated the students at Millington were extremely respectful and wanted to know what they could do to help.

MR. JHAVERI asked if the Cub Scouts could held its annual Spooky Trail event in the Millington School if the weather does not permit them to be outdoors this weekend.

MRS. NORCIA-BLAKESLEE said that Mr. Clarke, custodian at Millington School, has offered to take responsibility for the building for this event.

MS. BECKER stated the Cub Scouts should contact the Business Office and fill out the proper forms.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mrs. Scanlon and seconded by Mr. McCarthy that the following minutes of the Long Hill Township Board of Education be accepted as amended (to include Mrs. Barbara and Mrs. Kehoe present) and made part of the public record:

APPROVAL OF MINUTES

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

ROLL CALL VOTE on resolution #1:

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

NO: None.  
Mr. Dreyer abstained on resolution #1.  
Resolution #1 carried 6-0-1.

It was moved by Mr. McCarthy and seconded by Mrs. Scanlon that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 2,3,4,5,6.

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.

2. RESOLVED that the Long Hill Township Board of Education approve 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:

APPROVAL OF BILLS LIST

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

## Bills 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

3. RESOLVED that the Long Hill Township Board of Education, pursuant to NJAC 6:20-2.13(E), certifies that as of July 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.

APPROVAL OF  
BD.SEC. REPORT

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 July 31, 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 July 31, 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      Mr. Dreyer  
      Mr. Butterworth   Mr. McCarthy      Mrs. Scanlon  
                              Mr. Meringolo      Ms. Becker

NO: None.

Resolutions 2,3,4,5,6 carried 7-0.

It was moved by Mr. Butterworth 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.

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 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.

APPROVAL OF PAYMENT TO NJ COMM. FOR THE BLIND

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator and the Director of Special Services, approve 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.

APPROVAL OF PAYMENT TO MIDLAND SCHOOL

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve 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.

APPROVAL OF  
SPEECH THERAPY

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the field trips as listed below:

APPROVAL OF  
FIELD TRIPS

May, 2009	Bronx Zoo	Fourth Grade
\$32.00 per person	Bronx, NY	4 <sup>th</sup> grade teachers
parent paid		and chaperones
May 29, 2009	Liberty Science Center	Second Grade
\$36.00 per person	Jersey City, NJ	2 <sup>nd</sup> grade teachers
parent paid		and chaperones

ROLL CALL VOTE on resolutions 7,8,9,10:

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

NO: None.

Resolutions 7,8,9,10 carried 7-0.



It was moved by Mr. Meringolo and seconded by Mrs. Scanlon that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 11,12,13,14,15,16,17,18.

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.

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve 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.

A. FEDOROCHKO  
APPOINTED  
LEAVE  
REPLACEMENT

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent request the approval of the Executive County Superintendent to utilize the unrecognized title of Dean of Students for the 2008-2009 school year.

REQUEST TO  
UTILIZE DEAN  
OF STUDENTS  
TITLE

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following maternity (child care) leave of absence for Michelle Wycko, teacher at Gillette School:

M. WYCKO  
MATERNITY  
LEAVE

Paid leave of absence beginning on Feb. 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.

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following maternity (child care) leave of absence for Rose Mary DiCarlo, teacher at Gillette School:

R. DI CARLO  
MATERNITY  
LEAVE

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.

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a short term child care leave for Peter Hockmeyer, special education teacher at Central School. Mr. Hockmeyer will use sick days from November 17 through November 21, 2008 for this purpose.

P. HOCKMEYER  
CHILD CARE  
LEAVE

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Director of Special Services, approve 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.

J. SMITH  
TRANSFER

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an increase in the weekly hours for Jennifer Pearson, Teacher Assistant at Gillette School, from .5 to .59 for the 2008-2009 school year, retroactive to September 4, 2008.

J. PEARSON  
INCREASE IN  
HOURS

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:

APPOINTMENT  
TO SUB. LIST

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

ROLL CALL VOTE on resolutions 11,12,13,14,15,16,17,18:

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

NO: None.

Resolutions 11,12,13,14,15,16,17,18 carried 7-0.



It was moved by Mr. Blocker and seconded by Mrs. Scanlon that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 19,20,21,22.

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.

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, approve the first reading of the following policies:

FIRST READING  
OF POLICIES

1100	Communicating with the Public
3541.31	Use of Privately Owned Vehicles

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, approve the second reading of the following policies:

SECOND READING  
OF POLICIES

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

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the Annual Report of Violence and Vandalism for the 2007-2008 school year.

ACCEPTANCE  
OF VIOLENCE  
AND VANDALISM  
REPORT

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept 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.

ACCEPTANCE  
OF QAAR

ROLL CALL VOTE on resolutions 19,20,21,22:

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

NO: None.  
 Resolutions 19,20,21,22 carried 7-0.

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ITEMS FOR DISCUSSION

Ms. Becker discussed the Board Goals which were adopted at the Oct. 13 meeting. One of the goals is for the Board to develop a professional development plan for the Board Members. She is looking for volunteers and will ask Mrs. Nyquist and Mr. Carbone if they are interested. The Community Relations goal will be led by Mr. Carbone; Mr. Meringolo will address the negotiations goal; and the subscription busing goal is being monitored by Ms. Becker and Mrs. Scanlon.

COMMENTS FROM THE PUBLIC: None.

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

PRIVATE  
 SESSION

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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 8:38 p.m.

It was moved by Mr. McCarthy and seconded by Mrs. Scanlon that the Board return to public session. Motion carried 7-0. Into public session at 8:45 p.m.

PUBLIC  
 SESSION

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It was moved by Mr. McCarthy and seconded by Mr. Meringolo that the meeting adjourn. Motion carried 7-0. Meeting adjourned at 8:45 p.m.

ADJOURNMENT

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Respectfully submitted,

Rene Rovtar  
 Superintendent/Acting Board Secretary