

LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING
NOVEMBER 23, 2009

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, November 23, 2009 in the Long Hill Township Town Hall. The meeting was called to order by Board President Lisa Scanlon at 7:30 p.m.

MEMBERS PRESENT: Mr. Blocker, Mr. Carbone, Mr. Dreyer, Mr. McCarthy, Mr. Meringolo, Dr. Rae, Dr. Verlezza, Mrs. Scanlon.

MEMBERS ABSENT: Ms. Barone.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mr. Colantano, School District Auditor
Mrs. Franklin, LHEA President
Mr. Villar, Central School Principal (1/1/10)
Ms. Jones, Gillette School Principal Candidate
3 township residents
1 township reporter

PLEDGE OF ALLEGIANCE: Mrs. Scanlon 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 and the Daily Record on June 25, 2009. 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.

PRESENTATION OF JUNE 30, 2009 AUDIT REPORT BY WILLIAM COLANTANO, DISTRICT AUDITOR

Mrs. Scanlon introduced the district’s auditor, Bill Colantano, whose presentation on the CAFR for the year ending June 30, 2009 was moved to the beginning of this meeting.

Mr. Colantano distributed a summary of the financial audit and reviewed the key pieces of it with the Board. He noted that state aid from the previous year actually decreased slightly. Expenses year-to-year were up slightly in all categories.

Mr. Colantano also talked about the school’s lack of surplus funds, and how important it is to build up this surplus moving forward. Much of the past years surplus had been given back to the community as tax relief. He stated that the only real way to build up this surplus was to not spend what has been budgeted for this year. It’s difficult to increase revenues in the current economic environment, so cutting spending is about all you can do.

Mr. Colantano reviewed data from the previous ten years and compared how revenues and expenses have increased. State aid has only risen by 11% over 10 years, while benefit costs have increased 150% and student-related expenses have gone up 75%.

It was moved by Mr. Carbone and seconded by Mr. Blocker that the Board go into private session to discuss the recommendation for appointment of a Principal of Gillette School/Director of Curriculum and Instruction. Motion carried 8-0. Into private session at 8:00 p.m.

PRIVATE
SESSION

It was moved by Mr. McCarthy and seconded by Mr. Carbone that the Board return to public session. Motion carried 8-0. Into public session at 8:25 p.m.

PUBLIC
SESSION

COMMUNICATIONS: None.

BOARD COMMITTEE REPORTS

Finance – Mr. McCarthy reported the committee met with Mr. Colantano regarding the audit. He also said the committee reviewed the bills list and all is in order for payment. Mr. McCarthy thanked Mr. Esposito for an excellent audit.

Buildings & Grounds – Mr. Dreyer reported the committee met with Temco representatives and the Recreation Director Brian McNany this morning. He said that so far all activities taking place in the schools are running smoothly.

Policy – Mr. Carbone reported our policy manual was sent out to NJSBA for them to review it at no cost to the district. He also said that each person on the committee will be looking at the most recently updated policies on the NJSBA website and compare ours to them.

Curriculum – Mr. Carbone also noted that curriculum items are on the agenda for tonight.

Technology – Mr. Blocker reported the committee met last week. Verizon FIOS will be on line at Millington and Gillette Schools. Bandwidth in the district has been increased due to these changes. The plan is to eliminate some of the current T-1 lines to offset the increased cost of FIOS. He also stated that Mr. Blinder demonstrated how new technologies could assist teachers in the classroom.

Mrs. Scanlon talked about the regionalization meeting last week at Green Brook. She said that funding for doing the regional studies has not been released yet, so things are on hold right now.

Discussion ensued regarding how regionalization would affect Long Hill Township.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported she is recommending Lori Jones as Gillette Principal/Curriculum Director in the district and provided an overview of Ms. Jones' qualifications and experience. Dr. Rovtar then thanked the selection committee for their time and effort during the process.

Dr. Rovtar reported another GRC Interim Decision was released from 2007. She noted that only one redaction made to a document was judged to be released. She also said that 4 redactions to an invoice from our attorney were proper. However, the amount of time (0.75 hours) should have been disclosed.

Dr. Rovtar reported that her grant application to BASF Corporation in Florham Park for equipment and science activities was approved. The district will receive a grant of \$4,000 to use for our science program.

BOARD SECRETARY’S UPDATE

Mr. Esposito reported on the following:

- He has spoken to our representative at NJSDA regarding our final payment application. He has reviewed the application and asked for some additional documentation in order to release the \$175,000 still due the school district. Hopefully this can be wrapped up by the end of the year.
- Mr. Esposito met with the principals to review the information for the 2010-2011 budget and will continue to monitor it with them during the next six weeks. He has set up the entire budget for next year and is working on salaries, benefits, insurance, etc.
- Resolution#10 is a telecommunications consortium of school districts that buy in bulk in order to save money. It’s another example of how schools work together in an effort to reduce expenses.
- Mr. Esposito thanked his staff for their hard work all year, which resulted in another positive audit.

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. SANDOW asked about the audit and some of the numbers that were presented by Mr. Colantano. He also asked about why the Board was planning on having a demographic study at this time and Dr. Rovtar responded.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Dreyer and seconded by Mr. Carbone 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

Nov. 9, 2009 – Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

YES: Mr. Dreyer Dr. Rae
 Mr. Blocker Mr. McCarthy
 Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.

Dr. Verlezza abstained on resolution #1.

Resolution #1 carried 7-0-1.

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

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 October 15 and 30, 2009 and the List of Bills for October 27, November 17 and 23, 2009 for payment as follows (attached):

APPROVAL OF
 BILLS LISTS

Payroll for October 15, 2009

Fund 10	\$ 22,885.32
Current Expense-Fund 11	\$360,567.27
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$383,452.59

Payroll for October 30, 2009

Fund 10	\$ 22,635.12
Current Expense-Fund 11	\$354,632.87
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$377,267.99

Bill List for October 27, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$ -0-
Capital Outlay-Fund 12	\$ 25,794.50
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 25,794.50

Bill List for November 17, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 91,373.24
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 91,373.24

Bill List for November 23, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$411,992.70
Capital Outlay-Fund 12	\$ 3,548.00
Special Revenue Fund-Fund 20	\$ 81,484.14
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$497,024.84

ROLL CALL VOTE on resolution #2:

YES: Mr. Dreyer Dr. Rae
 Mr. Blocker Mr. McCarthy
 Mr. Meringolo

NO: None.

Mr. Carbone, Dr. Verlezza and Mrs. Scanlon abstained on resolution #2.

Resolution #2 carried 5-0-3.

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract with Statistical Forecasting, LLC of Secaucus, New Jersey for

APPROVAL OF DEMOGRAPHIC STUDY

the preparation of a demographic study and presentation to the Board of Education for the period 2010 through 2014 at a cost of \$3,800.00.

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13(E), certifies that as of October 31, 2009 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 N.J.A.C. 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
FINANCIAL
CERTIFICATIONS
OCTOBER, 2009

ROLL CALL VOTE on resolutions 3 and 4:

YES:	Mr. Dreyer	Dr. Rae
	Mr. Blocker	Mr. McCarthy
	Mr. Carbone	Mr. Meringolo
		Dr. Verlezza
		Mrs. Scanlon

NO: None.

Resolutions 3 and 4 carried 8-0.

It was moved by Mr. Blocker and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 5,6,7,8,9,10:

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.

5. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending October 31, 2009.

APPROVAL OF
BD.SEC. & TREAS.
REPORT, OCT, 2009

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for October 2009.

APPROVAL OF
OCTOBER, 2009
TRANSFERS

7. 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

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the Comprehensive Annual Financial Report (CAFR), as prepared by William Colantano, School Auditor, for the period ended June 30, 2009.

ACCEPTANCE
OF CAFR

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize the Business Administrator to submit and implement the Corrective Action Plan in order to implement the recommendations submitted in the June 30, 2009 Comprehensive Annual Financial Report. (as attached)

ACCEPTANCE
OF CORRECTIVE
ACTION PLAN

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following:

PARTICIPATION
IN ACT

The Long Hill Township Board of Education agrees to Participate in the **Alliance for Competitive Telecommunications** with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period of July 1, 2010 to June 30, 2012. The Monmouth-Ocean Educational Services Commission shall be the lead Local Educational Agency (LEA) for this program. All New Jersey School districts are invited to participate in the **Alliance for Competitive Telecommunications, which is intended to fulfill the districts obligation under 18A:55-3.**

The Board of Education shall provide the Commission with accurate data, i.e. telephone line numbers for each number included in the bid and any other appropriate information necessary for the development of bid specifications.

The Board of Education shall not solicit bids or enter into a contract that would jeopardize the award of a contract for cooperative telecommunication services by the Commission. The Board shall abide by the award of contract made by the Commission. The Board shall not withdraw from this agreement prior to June 30, 2012.

The Board understands that the services to be provided under this cooperative purchasing agreement will include dial tone/local calls (where available), regional roll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating district.

All fees for the work of the Commission and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor(s).

This participation agreement was approved at a regular Board meeting of the Long Hill Township Board of Education held on November 23, 2009 and the Board of Education authorizes the School Business Administrator to execute this agreement on its behalf.

ROLL CALL VOTE on resolutions 5,6,7,8,9,10:

YES:	Mr. Dreyer	Dr. Rae	
	Mr. Blocker	Mr. McCarthy	Dr. Verlezza
	Mr. Carbone	Mr. Meringolo	Mrs. Scanlon

NO: None.

Resolutions 5,6,7,8,9,10 carried 8-0.



It was moved by Dr. Rae and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 11 and 12.

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, the Business Administrator, and the Director of Special Services, approve the cost of a one-on-one aide for a trial period for student #5986153941, as per the student's IEP. The trial period is September 29, 2009 through December 31, 2009. The per diem rate is \$131.34 for 57 school days. The payment is to be made to the Cerebral Palsy Association of Middlesex County and is not to exceed \$7,486.38.

APPROVAL OF
ONE TO ONE
AIDE

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services, approve the payment of a tuition adjustment for the 2007-2008 school year for students #7521077232 and #8997839272 who attended the extended school year program in the amount of \$86.00 to the Banyon School based on the certified tuition rate as determined by the New Jersey Department of Education.

APPROVAL
OF TUITION
ADJUSTMENT –
BANYON SCHOOL

ROLL CALL VOTE on resolutions 11 and 12:

YES:	Mr. Dreyer	Dr. Rae
	Mr. Blocker	Mr. McCarthy
	Mr. Carbone	Mr. Meringolo
		Dr. Verlezza
		Mrs. Scanlon

NO: None.

Resolutions #11 and 12 carried 8-0.

13. It was moved by Mr. Carbone and seconded by Mr. Meringolo that the Long Hill Township Board of Education, Upon the recommendation of the Superintendent and the Business Administrator, appoint Lori Jones as Principal of Gillette School/Director of Curriculum and Instruction at The annual salary of \$103,000 to be prorated for the period January 25, 2010 through June 30, 2010.

L. JONES
APPOINTED
PRINCIPAL/
DIR. OF CURRIC.

ROLL CALL VOTE on resolution #13:

YES: Mr. Dreyer Dr. Rae
 Mr. Blocker Mr. McCarthy Dr. Verlezza
 Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.

Resolution #13 carried 8-0.

It was moved by Mr. Meringolo and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 14 and 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.

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

APPROVAL OF
CHEERLEADING
STIPEND

Sport/Activity	Advisor	Stipend
Cheerleading	Christie Cortese	\$2,026.86*

*Stipend to be paid from pay to play participant fees.

15. 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 2009-2010 school year:

APPROVAL OF
SUBSTITUTES

Jennifer A. Carriker
Josie Smith
Christopher Wheeler

ROLL CALL VOTE on resolutions 14 and 15:

YES:	Mr. Dreyer	Dr. Rae
	Mr. Blocker	Mr. McCarthy
	Mr. Carbone	Mr. Meringolo
		Dr. Verlezza
		Mrs. Scanlon

NO: None.

Resolutions 14 and 15 carried 8-0.

It was moved by Mr. Carbone and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 16 and 17.

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 And the Curriculum Committee, approve the following Curriculum guides:

APPROVAL OF CURRICULUM GUIDES

Family and Consumer Science	Grade 6 cycle class
Physical Education	Grades K-8

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent And the Business Administrator, approve the field trip as Listed below:

APPROVAL OF FIELD TRIP

March 17, 2010	Kindergarten Trip	Easton, PA
\$20.00 approx (parent paid)	Crayola Factory	5 teachers/ 19 parents/ 1 nurse

ROLL CALL VOTE on resolutions 16 and 17:

YES:	Mr. Dreyer	Dr. Rae
	Mr. Blocker	Mr. McCarthy
	Mr. Carbone	Mr. Meringolo
		Dr. Verlezza
		Mrs. Scanlon

NO: None.

Resolutions 16 and 17 carried 8-0.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC:

MR. SANDOW asked about the Veteran’s Day Ceremony at Central School and if and why it was changed. Dr. Rovtar responded.

Discussion ensued regarding the law related to prayer and religion in schools.

It was moved by Dr. Verlezza and seconded by Mr. Carbone that the Board enter into private session for the purpose of discussing a professional services contract and one legal matter.

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 8-0. Into private session at 9:20 p.m.

It was moved by Mr. Carbone and seconded by Mr. Meringolo that the Board return to public session. Motion carried 8-0. Into public session at 10:30 p.m.

PUBLIC
SESSION

It was moved by Mr. Carbone and seconded by Mr. Meringolo that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 10:31 p.m.

ADJOURNMENT

FUTURE MEETING DATES

December 14, 2009 – Worksession and Regular Meeting – Town Hall – 7:30 p.m.

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

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Rene Rovtar
Superintendent of Schools

JE:mh