

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION AND REGULAR MEETING
DECEMBER 14, 2009

The Long Hill Township Board of Education held a Worksession and Regular Meeting on Monday, December 14, 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: Ms. Barone, Mr. Blocker, Mr. Carbone, Mr. Dreyer,
Mr. McCarthy, Mr. Meringolo, Dr. Rae, Dr. Verlezza,
Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mr. Blinder, Technology Coordinator
Mrs. Franklin, LHEA President
5 township residents

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.

COMMUNICATIONS

Dr. Rovtar reported receiving a card from Lori Jones, new Gillette School Principal, to the Board of Education.

Dr. Rovtar 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 – Mr. McCarthy reported the committee reviewed the bills lists and found all in order for payment. Mr. Esposito is still collecting data from the schools and is putting together the 2010-2011 budget. He wants to meet with the Finance Committee prior to the next few Board meetings to discuss the budget development progress.

Mr. McCarthy also talked about the subscription bus fee for next year. He said that a proposed increase of \$25 per student will be on the agenda in January. The family maximum would remain at \$800.

He also stated that 2 music teachers attended the Finance Committee meeting and gave a presentation on the program in Long Hill Township. They are looking for the Board to increase its financial support for music in the 2010-2011 budget.

Policy – Mr. Carbone reported we are waiting for NJSBA to return our policy manual after they review it at no cost to the Board.

Curriculum – Mr. Carbone reported there are updated curricula on the agenda for approval tonight so that we are aligned with the Core Curriculum Standards.

Buildings & Grounds – Mr. Dreyer reported a meeting was held earlier and representatives from Trane and Chemical Specifics attended and talked about some of the HVAC units at Central. Some testing and repair of certain units on the roof may be needed. Trane gave the district a proposal to perform the necessary work at a cost of approximately \$21,000. Mr. Esposito and Mr. Salvatoriello will reach out to Trane and Carrier for proposals on preventive maintenance for next year's budget.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported the district has 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 stated she is sad to see her secretary, Liz Bussiculo leave the district as she has done an excellent job. However, we are fortunate that Mrs. Mickles, who had previously served as interim superintendent's secretary, is willing to return on a permanent basis.

Dr. Rovtar commented on Dr. Wetherell's departure from the district at the end of this month. She thanked Dr. Wetherell for her 10 years of service in a variety of different roles.

Dr. Rovtar also thanked Mr. Gross for serving as interim Central School principal for 3 months. This is a most demanding job and Mr. Gross handled his responsibilities with integrity and enthusiasm.

Progress on 2009-2010 district goals – Mrs. Sepe will be attending one 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 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. 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 of Mr. Gross, who is also ill, Dr. Rovtar reported the following:

- Central 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.
- Choral concert for parents and one for students were held.
- In cooperation with the local American Legion, our students created many cards of thank you to our wounded soldiers from New Jersey.
- This week is the 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 the students.
- On December 9 George Villar, the new Central School Principal, spent a day with Mr. Gross.
- A reception for parents to meet Mr. Villar will be held on December 17th at 7:00 p.m. in the Central School All Purpose Room.

Mr. Blinder reported on the following:

- He is waiting for a date from Verizon on the installation of the Business FIOS at Millington.
- He is working on putting the technology budget together for 2010-2011.
- The first grade classes visited the Gillette School computer lab last week. He is hoping to set up an opportunity for a teleconference between students at Gillette and Millington soon.

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.

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. FRANKLIN noted that on the proposed school calendar the last 2 days of school are usually half-days. Mrs. Scanlon and Dr. Rovtar responded that this could be changed.

ADMINISTRATIVE RECOMMENDATIONS

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

November 23, 2009 – Regular Meeting –
Public and Private Sessions

ROLL CALL VOTE on resolution #1:

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

NO: None.
Ms. Barone abstained on resolution #1.
Resolution #1 carried 8-0-1.



It was moved by Mr. McCarthy and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 2,3,4,5,6,7.

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 November 13 and 30, 2009 and the List of Bills for November 30 and December 3 and 14, 2009 for payment as follows:

APPROVAL OF BILLS LISTS

Payroll for November 13, 2009

Fund 10	\$ 22,525.09
Current Expense-Fund 11	\$378,012.22
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-

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	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-

Total \$388,483.27

Bills List for November 30, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$ -0-
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 909.29
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-

Total 909.29

Bills List for December 3, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 92,259.84
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-

Total \$ 92,259.84

Bills List for December 14, 2009

Fund 10	\$ -0-
Current Expense-Fund 11	\$371,863.94

Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 22,029.92
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
 Total	 \$393,893.86

3. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent and the Business Administrator, adopt 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:

WAIVER
REQUEST
FOR SEMI
PROGRAM

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 an appropriate request for a waiver of the requirement of N.J.A.C. 6::23A-5.3 for the 2010-2011 school year.

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

APPROVAL
OF ON-TECH
AGREEMENT

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the performance of a free on-site energy audit by Public Service Electric and Gas through the Direct Install Program for Governmental Facilities.

APPROVAL
OF ENERGY
AUDIT

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize the submission of the application for IDEA-ARRA funds as set forth below:

APPLICATION
FOR IDEA-ARRA
FUNDS

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

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

ROLL CALL VOTE on resolutions 2,3,4,5,6,7:

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

NO: None.

Resolutions 2,3,4,5,6,7 carried 9-0.

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

8. 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 \$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.

APPROVAL
OF PAYMENT
TO MUJC
FOR AIDE

9. 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 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.

APPROVAL
OF PAYMENT
TO M. LAWTON

10. 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 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.

APPROVAL OF
REIMBURSEMENT

ROLL CALL VOTE on resolutions 8,9,10:

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

NO: None.

Resolutions 8,9,10 carried 9-0.

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 11,12,13,14,15,16.

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 and the Business Administrator, approve the agreement with

APPROVAL OF
BROOKWOOD
CONSULTING

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.

AGREEMENT

ROLL CALL VOTE on resolution #11:

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

NO: Dr. Rae

Resolution #11 carried 8-1.

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Brett Matisak as a Teacher Assistant in 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.

B. MATISAK
 APPOINTED
 T. A.

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret, the resignation of Liz Bussiculo, Secretary to the Superintendent of Schools, effective December 31, 2009.

L. BUSSICULO
 RESIGNATION

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint 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.

E. MICKLES
 APPOINTED
 SUPT. SEC.

15. 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 appointment

E. KIRBERGER
 APPOINTED
 FENCING COACH

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.

16. 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:

B. STASIEWICZ
APPOINTED
SUB. TEACHER

Barbara Stasiewicz

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

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

NO: None.

Resolutions 12,13,14,15,16 carried 9-0.

It was moved by Mr. Carbone and seconded by Mr. Meringolo that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 17,18,19.

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.

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Assistant Superintendent for Curriculum, approve curriculum as listed below:

APPROVAL OF
CURRICULUM

Social Studies Kindergarten through 8th grade

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, 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.

SUBMISSION
OF REVISED
NJQSAC
CHECKLIST

ROLL CALL VOTE on resolutions 17 and 18:

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

NO: None.

Resolutions 17 and 18 carried 9-0.

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, adopt the school calendars for the 2010-2011 and 2011-2012 school years as amended.

ADOPTION
OF SCHOOL
CALENDARS

ROLL CALL VOTE on resolution #19.

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

NO: Ms. Barone Mr. Meringolo

Resolution #19 carried 7-2.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. McCarthy and seconded by Mr. Carbone that the Board enter into private session for the purpose of discussing an outstanding legal action against the Board.

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 this matter is no longer of a confidential nature. Motion carried 9-0. Into private session at 8:50 p.m.

It was moved by Mr. Carbone and seconded by Mr. Meringolo that the Board return to public session. Motion carried 9-0. Into public session at 9:04 p.m.

PUBLIC
SESSION

It was moved by Mr. McCarthy and seconded by Mr. Carbone that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 9:05 p.m.

ADJOURNMENT

FUTURE MEETING DATES

January 11, 2010 – Worksession – Town Hall – 7:30 p.m.
January 25, 2010 – Regular Meeting – Town Hall – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Rene Rovtar
Superintendent of Schools

JE:mh