

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION & REGULAR MEETING
JULY 21, 2008

The Long Hill Township Board of Education held a Worksession and Regular Monthly Meeting on Monday, July 21, 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. Dreyer,
Mr. McCarthy, Mrs. Nyquist, Mrs. Scanlon, Ms. Becker.

MEMBERS ABSENT: Mr. Meringolo.

OTHERS PRESENT: Dr. Rovtar, Superintendent
Mr. Esposito, Business Administrator/Board Secretary
Dr. Wetherell, Asst. Supt. & Gillette School Principal
Mrs. Dawson, Millington School Principal
5 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

Buildings & Grounds – Mr. Dreyer talked about a meeting held before the Board session. He passed out a list of projects in progress and completed to-date. Eric Schwartz was at the B&G meeting and discussed all the work being done in the district.

Technology – Mr. Butterworth stated that the Technology Committee met last week. Servers and other hardware have all been ordered. Dynatek will assist with the installation of the servers. Once they are in place, numerous software applications used in the district, such as accounting/payroll and the student database (SASI), will have to be installed.

He also said that all PC's in the district are being upgraded so they can run on the new servers.

Finance – Mr. McCarthy stated that the resolutions are in order. He complimented Mrs. Scanlon on her contribution to the committee. Mr. McCarthy also said that the financial reports are in order.

Negotiations – In Mr. Meringolo's absence, Mr. McCarthy talked briefly about Alex Blinder's contract for 2008-09.

Policy – Mrs. Nyquist reported the Nepotism policy is on for the second reading as changes were made.

Transportation Task Force – Mrs. Scanlon talked about a meeting held last week to discuss all aspects of subscription busing. She said that a "dry-run" will be conducted to determine how additional traffic will be diverted around each school. Dr. Rovtar is writing a letter to the Police and Township regarding making the street in front of Central School a no-parking zone during pick-up and drop-off times.

The Police Department has offered to speak at Back to School nights regarding traffic safety.

Ms. Becker said that she and Mr. McCarthy met again with Board Members from surrounding districts to discuss issues facing all school districts.

SUPERINTENDENT'S UPDATE

Dr. Rovtar talked about:

1. Hiring some new personnel
2. She met with local community groups and the LHEA
3. Attended a meeting on State assessment of students. She stated that there will be changes in how "proficiencies" are defined.
4. Reviewed information needed for NJ Q-SAC.

Dr. Wetherell reported on the following:

- There are 95 first graders and 82 kindergarten students enrolled.
- Dr. Wetherell handed out information she obtained from the F.I.E.L. conference she attended last week. Dr. Wetherell went through in detail each of the speakers from the conference and what could be learned from each. They included:
 - Chris Crowley – on aging and health
 - Ross Truemper – brain research
 - G. Robb Cooper – legal trends for 2008-09
 - Homeland security and how students can be a part of personal safety
 - Response to Intervention

Technology – Mr. Blinder commented that replacing all the servers will be a large project and some of the applications in district will be down. He said that all Board Members will be getting e-mail addresses and must complete an Acceptable Use Policy form.

Mrs. Dawson reported she has been working on the class schedule. She also attended a conference last week and provided the Board with the attached overview of the issues discussed there.

BOARD SECRETARY'S UPDATE

Mr. Esposito reported that about 200 students have elected to pay for subscription busing, which is approximately 51% of those eligible for the service.

COMMENTS FROM THE PUBLIC

MRS. COSTA asked about subscription busing and Mr. Esposito responded. She also asked about emergent hiring and Dr. Rovtar answered.

MRS. KORDAL asked about subscription busing and Mr. Esposito answered.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. McCarthy and seconded by Mrs. Scanlon that the following minutes of the Long Hill Township Board of Education be accepted as presented

APPROVAL OF
MINUTES

Bills List for 7/21/08

Fund 10	\$ -0-
Current Expense-Fund 11	\$215,358.25
Capital Outlay- Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$215,358.25

(Mrs. Nyquist abstained on resolution #2.)

WORKSESSION & REGULAR MEETING -5-

JULY 21, 2008

3. RESOLVED that the Long Hill Township Board of Education, pursuant to NJAC 6:20-2.13(E), certifies that as of May 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
MAY 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 May 31, 2008.

APPROVAL OF
MAY TREASURER
REPORT

5. RESOLVED that the Long Hill Township Board of Education authorize transfers for the month of May, 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 a contract with Pittsgrove Board of Education cooperative to purchase paper materials and supplies.

APPROVAL OF
PAPER CONTRACT

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the allocation of No

ACCEPTANCE
OF FUNDS

Child Left Behind Funds for fiscal year 2008-09 school year as follows:

	<u>Total</u>	<u>Long Hill</u>	<u>St. Vincent</u>
Title 11-A	\$23,120	\$18,674	\$4,446
Title 111	\$3,756	\$3,756	\$0
Title IV \$1,733	\$1,399	\$334	

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew transportation contracts, Multi-contract 01-01, with Dealaman Enterprises for regular

RENEWAL OF
TRANSPORTATION
CONTRACTS

WORKSESSION & REGULAR MEETING -6-

JULY 21, 2008

education student transportation for the 2008-09 school year as follows:

<u>Route #</u>	<u>Amount</u>
CSV3	\$21,155.45
GM3	\$20,429.46
GM6	\$22,873.97
GM8	\$21,318.60

BE IT FURTHER RESOLVED that as per N.J.S.A. 18A:39-3, these rates reflect a 2.89% increase over the rates from 2007-08 school year.

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew transportation contracts, Multi-contract CP2, with Dealaman Enterprises for regular education student transportation for the 2008-09 school year as follows:

RENEWAL OF
TRANSPORTATION
CONTRACTS

<u>Route #</u>	<u>Amount</u>
CSV2	\$20,957.05
CSV6	\$20,831.38

CSV7	\$20,893.20
GM2	\$21,264.08
GM4	\$21,387.71

BE IT FURTHER RESOLVED that as per N.J.S.A. 18A:39-3, these rates reflect a 2.89% increase over the rates from the 2007-08 school year.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew transportation contracts, Multi-contract 02-01, with Dealaman Enterprises for regular education student transportation for the 2008-09 school year as follows:

RENEWAL OF
TRANSPORTATION
CONTRACTS

<u>Route #</u>	<u>Amount</u>
GM10	\$37,251.94
GM11	\$31,243.56
GM12	\$31,243.56

WORKSESSION & REGULAR MEETING -7-

JULY 21, 2008

BE IT FURTHER RESOLVED that as per N.J.S.A. 18A:39-3, these rates reflect a 2.89% increase over the rates from the 2007-08 school year.

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Technology Committee, authorize purchase of Professional Services (technology integration services) from Dyntek Services, Inc. at the cost of \$25,600.00.

APPROVAL OF
DYNTEK
CONTRACT

Professional Services to be provided in the months of July '08 and August '08.

ROLL CALL VOTE on resolutions 2,3,4,5,6,7,8,9,10,11:

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

NO: None.
(Mrs. Nyquist abstained on resolution #2.)

Resolutions 2,3,4,5,6,7,8,9,10,11 carried 8-0.

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

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Special Services, approve the out of district placements and payment of tuition, as per student's IEP for the 2008-09 school year as follows:

APPROVAL OF
OUT OF DISTRICT
PLACEMENT

WORKSESSION & REGULAR MEETING -8-

JULY 21, 2008

<u>Student #</u>	<u>Placement</u>	<u>Projected Tuition</u>
2011713	Newmark School	\$42,352.20
245	Cedar Hills School	\$44,953.00
2012937	Rock Brook School	\$39,827.00+
	One-on-One Aide	\$26,000.00
2011827	Bright Beginnings	\$36,210.00
2014192	Midland School	\$39,375.00
999903	Phoenix Center	\$48,150.00+
	One-on-One Aide	\$22,320.00
201319	Early Childhood Learning Center	\$34,286.00

999905	P.G. Chambers	\$48,276.00
201530	Midland School	\$39,375.00
999906	YCS George Washington School	\$40,430.00

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Child Study Team, approve a back-charge of \$2,243.00 to ECLC for tuition for student #201319 for the 2007-08 school year.

APPROVAL
OF BACK
CHARGE

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Child Study Team, approve the payment of \$75.00 per day to Morris Union Jointure Commission for transportation of a special education student to Convent Station for the period July 1, 2008 through August 12, 2008. Total cost for transportation for this extended year program of 30 days is \$2,250.

APPROVAL
OF TRANSP.
PAYMENT

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Child Study Team, approve the acceptance of tuition for student HB from the Harding Township Board of Education. Student HB will attend the Extended School Year program for six weeks at a tuition cost of \$3,000 and attend Long Hill Township School District for the 2008-09 school year at a tuition rate of \$13,000. Transportation will be provided by the Harding School District.

ACCEPTANCE
OF TUITION

WORKSESSION & REGULAR MEETING -9-

JULY 21, 2008

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

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

NO: None.

Resolutions 12,13,14,15 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 16,17,18,19,20,21,22,23,24.

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 Business Administrator, accept the resignation of Lisa Schuffenhauer, District Counselor, effective August 31, 2008.

L. SCHUFFENHAUER
RESIGNATION

17. 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 Kimberly Horincewich, teacher at Millington School:

APPROVAL OF
MATERNITY
LEAVE

- Paid leave of absence beginning on October 6, 2008 through November 28, 2008, using accumulated sick days
- Unpaid family leave of absence beginning November 29, 2008 through February 27, 2008.
- Anticipated return date is March 2, 2008.

WORKSESSION & REGULAR MEETING -10-

JULY 21, 2008

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

M. VELEZ
APPOINTED

and the Business Administrator, approve the appointment of Michael Velez, part-time (.83) physical education teacher, BA Step 1, at a salary of \$42,595.00 pro-rated to \$35,353.85, effective September 1, 2008 through June 30, 2009.

P.E. TEACHER

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, correct the salary of Thomas Schwartz, Math teacher at Central School, to \$62,325.00, MA30 Step 10, for the 2008-09 school year.

SALARY
CORRECTION –
T. SCHWARTZ

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the annual salary of \$77,028.07 for Alex Blinder, Technology Coordinator, for the period July 1, 2008 to June 30, 2009, plus a one-time adjustment of \$1,000.00. (Eligible for up to \$3,000 merit pay.)

APPROVAL OF
SALARY FOR
A. BLINDER

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Julie Evans as .2 BSI leave replacement teacher BA Step 6 at an annual salary of \$48,525.00 prorated to \$9,705.00 effective September 1, 2008 through December 23, 2008.

J. EVANS
APPOINTED
LEAVE
REPLACEMENT

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Elizabeth Bussiculo as Secretary to the Superintendent for the period August 4, 2008 through June 30, 2009 at the annual salary of \$45,000.00, prorated.

E. BUSSICULO
APPOINTED
SUPT. SEC.

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, make the following changes (in bold) to the contract of Superintendent Dr. Rene Rovtar:

R. ROVTAR
CONTRACT
CHANGES

- Item 4 Other Benefits

D. Job Related Expenses and Other Compensation

1. Expense Reimbursement: The Superintendent shall have the option of using her own vehicle for business-related trips. In accordance with Board Policy **and New Jersey Administrative Code**, the Superintendent shall receive reimbursement at the **IRS** prevailing rate **in accordance with regulations promulgated by OMB** and reimbursement for reasonable expenses incurred in the performance of her duties.

- Item 5 Separation from Service

A. Sick Days

Upon the Superintendent's retirement from employment with the district, the Board will pay all unused, accumulated sick days at the per diem rate, calculated as **1/260th** of the Superintendent's then current annual salary. **Payment for unused sick days will be capped at \$15,000.**

B. Payment to Estate: **Delete this paragraph.**

24. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the carry-over of five (5) vacation days from the 2007-2008 school year to the 2008-2009 school year for Alex Blinder, Technology Coordinator, in accordance with provisions contained in his contract.

APPROVAL OF
CARRY OVER
VACATION DAYS

ROLL CALL VOTE on resolutions 16,17,18,19,20,21,22,23,24:

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

NO: None.

Resolutions 16,17,18,19,20,21,22,23,24 carried 8-0.

It was moved by Mr. Butterworth and seconded by Mrs. Nyquist that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 25,26,27.

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.

25. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, adopt at second reading the following policies to become part of the official record:

ADOPTION
OF POLICIES

- 2120 Organization Chart
- 5141.3 Health Examinations and Immunizations

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

FIRST READING
OF POLICY

- 4112.8 Nepotism

27. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, delete the following policy:

POLICY
DELETED

- 4113.1 Length of Working Day (dated April 24, 1972)

ROLL CALL VOTE on resolutions 25, 26, 27:

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

NO: None.

Resolutions 25, 26, 27 carried 8-0.

WORKSESSION & REGULAR MEETING -13-

JULY 21, 2008

It was moved by Mrs. Scanlon and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 28,29,30,31.

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.

28. RESOLVED that the Long Hill Township Board of Education approve the submission to the County Superintendent of application for emergent hiring and the applicant's attestation that he/she has not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6.4.15 for the employees listed below:

EMERGENT
HIRING

Alex Silagi, Michael Velez, Elizabeth Bussiculo

29. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent approve the submission of the Long Hill Township School District Mentor Plan for the years 2008-2011 to the Executive County Superintendent.

SUBMISSION
OF MENTOR
PLAN

30. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the submission of the Bilingual/ESL/ELS Three Year Program Plan for 2008-2011 to the Executive County Superintendent and the New Jersey Department of Education.

SUBMISSION
OF BILINGUAL/
ESL/ELS PLAN

31. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent authorize the Business Administrator to develop specifications and solicit bids for the provision of custodial and maintenance services for the Long Hill Township School District.

APPROVAL TO
SOLICIT BIDS

WORKSESSION & REGULAR MEETING -14-

JULY 21, 2008

ROLL CALL VOTE on resolutions 28,29,30,31:

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

NO: None.

Resolutions 28,29,30,31 carried 8-0.

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 A1, A2, A3, A4.

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.

A1. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and Business Administrator, approve the following preliminary route costs for renewal contracts with the Morris Union Jointure Commission for Special Education transportation for the following routes for the 2008-09 school year:

APPROVAL OF
SP.ED. TRANSP.

<u>Route</u>	<u>Destination</u>	<u>Annual Cost</u>	<u>Aide per diem</u>
902	PG Chambers	\$49,575.66	\$63.56
906	ECLC	\$38,060.36	\$63.56
913	Midland	\$61,217.21	\$77.69
941	SKIP	\$102,937.29	\$127.13
954	Bright Beginnings	\$46,884.44	\$70.62

A2. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and Business Administrator, approve the following preliminary route costs for renewal contracts with the Morris Union Jointure Commission for Regular Education transportation for the following routes for the 2008-09 school year:

APPROVAL OF
TRANSP.COSTS

WORKSESSION & REGULAR MEETING -15

JULY 28, 2008

<u>Route</u>	<u>Destination</u>	<u>Annual Cost</u>
917	Kindergarten	\$23,670.00
918	Kindergarten	\$23,670.00
919	Kindergarten	\$23,670.00
933	CSV-1 & GM-9	\$27,495.00
957	GM-7	\$28,683.00
967	GM-5 & CSV-5	\$44,122.50
981	CSV-4 & GM-1	\$41,085.00
	TOTAL	\$212,395.50

A3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Susan Verdes as a part-time Spanish teacher at Millington School at the MA Step 1 salary of \$45,395 prorated (.49 = \$22,243.55), pending certification and criminal history review.

S. VERDES
APPOINTED

A4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Deborah Lamer as a part time language arts teacher at Central School at the BA Step a salary of \$42,595 prorated (.49 = \$20,871.55), pending certification and criminal history review.

D. LAMER
APPOINTED

ROLL CALL VOTE on resolutions A1, A2, A3, A4:

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

NO: None.

Resolutions A1, A2, A3, A4 carried 8-0. _____

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

WORKSESSION & REGULAR MEETING -16-

JULY 21, 2008

NEW BUSINESS

Dr. Rovtar asked that we start our August meeting at 5:30 p.m. to go into private session to have NJSBA discuss negotiation strategies with the Board.

It was moved by Mr. McCarthy and seconded by Mr. Carbone that the Board go into private session for the purpose of discussing negotiations with the Teamsters and other legal or contractual matters.

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 8:40 p.m.

It was moved by Mr. McCarthy and seconded by Mr. Butterworth that the Board return to public session. Motion carried 8-0. Into public session at 9:04 p.m.

PUBLIC
SESSION

It was moved by Mr. Carbone and seconded by Mrs. Scanlon that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 9:05 p.m.

ADJOURNMENT

FUTURE MEETING DATES

August 18, 2008 – Worksession & Regular Meeting – Gillette Board Office – **5:30 p.m.**

September 8, 2008 – Worksession – Gillette Board Office – 7:30 p.m.

September 22, 2008 – Regular Meeting – Gillette Board Office – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Dr. Rene Rovtar
Superintendent