

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION & REGULAR MEETING
AUGUST 18, 2008

The Long Hill Township Board of Education held a Worksession and Regular Meeting on Monday, August 18, 2008 in the Gillette Board Office. The meeting was called to order by Board President Suzanne Becker at 5:30 p.m.

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

MEMBERS ABSENT: None.

PRESENT for Private
Session:

Dr. Rovtar, Superintendent
Mr. Esposito, Business Administrator/Board Secretary
Mr. Pat Duncan, NJ School Boards Representative

PRESENT for Public
Session:

Mr. Dreyer
Dr. Wetherell, Asst. Supt. & Gillette School Principal
Mr. Cimino, Central School Principal
Mrs. Dawson, Millington School Principal
Mr. Blinder, Technology Coordinator
Mrs. Franklin, LHEA President
3 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 July 29, 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.

It was moved by Mrs. Scanlon and seconded by Mr. Carbone that the Board go into Private Session for the purpose of reviewing negotiations information prepared by the New Jersey School Boards Association relative to contract negotiations with Long Hill Township School District employee associations.

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 5:32 p.m.

It was moved by Mr. Carbone and seconded by Mr. Butterworth that the Board return to public session. Motion carried 8-0. Into public session at 7:30 p.m.

PUBLIC
SESSION

The Board took a two minute recess at this point.

COMMUNICATIONS: None.

BOARD COMMITTEE REPORTS

Community Relations – Mr. Carbone asked for approval to attend a seminar in Atlantic City.

Township Liaison – Mrs. Scanlon reported the Township is requiring all buildings to have an accessible key available within six months. She also stated that practice bus runs were conducted at each school in anticipation of traffic issues.

Buildings & Grounds – Mr. Dreyer handed out an updated list of on-going and completed projects in the district. He is expecting Mr. Schwartz to compile maintenance plans on a formalized basis. Mrs. Nyquist asked if the bushes in front of Millington School could be trimmed.

Policy – Mrs. Nyquist stated that policies are on the agenda tonight.

Finance – Mr. McCarthy reported the committee met and reviewed the bills list and found all in order for payment.

SUPERINTENDENT'S UPDATE

Dr. Rovtar talked about the following issues:

- Bus practice runs at each school and the issues that should be addressed prior to school opening to ensure safety.
- September 2 workshop scheduled with neighboring districts

ASSISTANT SUPERINTENDENT'S UPDATE

Dr. Wetherell talked about the following issues:

- There are three classes of 19 in the AM kindergarten and 2 classes of 13 in the PM kindergarten. Letters regarding class assignments will go out on Friday.
- Dr. Wetherell met with Mrs. Yavelberg regarding 504 plans
- There was great interest in the teaching assistant position with over 70 applications received
- The schedule is complete for September
- The Dynamic Indicators of Basic Early Literacy Skills will be used to assess student proficiency.

ADMINISTRATOR AND TECHNOLOGY COORDINATOR UPDATES

Mr. Cimino talked about:

- projects going on in Central School including ceiling coating, halls painted, front vestibule, gym floors finished, exterior power washed, plaster work/patching walls
- scheduling difficult due to the State hold back ASK test results, which are due tomorrow
- NJSMART end of year report was submitted by 8/1/08
- The student database program SASI will be discontinued in 2 years, so he is looking at alternative packages.
- Enrollment is 6th grade – 120 students, 7th grade – 139 students, 8th grade – 119 students

Mrs. Dawson talked about:

- Enrollment is 2nd grade – 109 students, 3rd grade – 113 students, 4th grade – 109 students, 5th grade – 118 students
- She is finalizing the Millington page on the new website.

Mr. Blinder discussed the following:

- He is working with consultant on the server upgrade
- All Gillette School PC's are upgraded.

BOARD SECRETARY'S UPDATE

Mr. Esposito talked about the following:

- Transportation : Routes were updated and printed out. He will meet with Officer Winstock on Wednesday morning and she will drive the routes for any safety issues. Bus passes have been printed but some will change as MUJC revised certain routes in order to use a 24 passenger bus with a wheelchair lift.
- Emergency Regulations: Fiscal Accountability, Efficiency and Budgeting regulations are contained in the handout.
- Water Testing: Additional water testing was done at Central School, as there had been concern about a slightly elevated level of lead in a first draw of water (first samples after water has been sitting for 6 to 12 hours in the plumbing). Tests done on second draws in the Teachers Lounge, first floor water fountain and room 33 all resulted in less than 2.0 parts per billion of lead, below the acceptable level of 5 parts per billion.

Tests were also done at Millington School, in the Teachers room, room 32 and the Art room. Only in the first draw from the Art room were elevated levels of lead detected. The second draw from that sink resulted in a lead level of less than 2.0 parts per billion.

Tests were also done at Gillette School, in the Teachers room, Nurses room and room 9. Only in the first draw from Room 9 were elevated levels of lead detected. The second draw from that sink resulted in a lead level of less than 2.0 parts per billion.

In summary, the report states "These water test results seem to indicate that the lead content in the drinking water is present from the leaching of lead from fixtures or the plumbing system due to the low levels of lead at other sampling locations". Because of this, water at all fixtures should be flushed prior to drinking.

- Energy Management: Mr. Esposito met with David Gurgel, President of Energy for America last week. His firm will do an audit that takes about two weeks, which would give us an idea of how much we could potentially save through automating HVAC systems.
- Please let the Business Office know if you would like to attend one of the NJSBA Negotiations sessions on September 13 and September 27.

COMMENTS FROM THE PUBLIC

MR. SANDOW thanked the Board for acting on the deed to the old Town Hall. He then commented on tax payments for the school district and whether the tax impact was accurate.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Dreyer 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

July 21, 2008 – Board Retreat & Regular Meeting –
Public & Private Session

ROLL CALL VOTE on resolution #1:

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

NO: None.

Mr. Meringolo abstained on resolution #1.

Resolution #1 carried 8-0-1.



It was moved by Mr. Butterworth and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendation 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 List of Bills for August 18, 2008 for payment as follows:

APPROVAL OF
BILLS LIST

Fund 10	\$ 6,821.43
Current Expense-Fund 11	\$273,992.10
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$330,763.13
TOTAL	\$611,576.66

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the signing of a deed between the Long Hill Township School District and the Township of Long Hill for the property located at 1802 Long Hill Road. This deed will confirm actions taken by the School District in 1933 to transfer the property to the Township for the sum of One Dollar.

APPROVAL OF
DEED SIGNING

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, donate the following obsolete and unneeded equipment to the Township of Long Hill:

APPROVAL OF
DONATION

Qty = 3 video cameras

Qty = 3 Panasonic monitors, LHBOE Asset Tags:

1053,1054,1055

Qty = 1 Video/Audio Patch Panel

Qty = 2 Audio Mixer SURE M267

Qty = 1 SURE AMS 8000 Microphone Mixer

Qty = 1 Realistic Stereo Audio Selector

Qty = 1 Video/Audio distribution Amplifier

And other misc. related ITV hardware.

All equipment will be picked up by Long Hill Twp. personnel.

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the following funds for the 2008-09 school year:

ACCEPTANCE OF FUNDS

Chapter 192	\$18,911
Chapter 193	\$51,134
Non-Public Technology	\$ 8,920
Non-Public Textbooks	\$12,753
Non-Public Nursing	\$17,215

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a Non-Public Services agreement with the Educational Services Commission of Morris County to provide administration of the following programs:

APPROVAL OF NON PUBLIC SERVICES

Chapter 192
Chapter 193
Non-Public Technology
Non-Public Textbooks
Non-Public Nursing

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

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

NO: None.

Mrs. Nyquist abstained on resolutions 5 and 6.

Resolutions 2,3,4 carried 9-0.
Resolutions 5 and 6 carried 8-0-1.

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 7,8,9.

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 an audited back charge in the amount of \$4,721.00 for the 2006-07 school year for a Long Hill student who attended the Calais School.

PAYMENT OF
BACK CHARGE

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the placement of student in the Department of Children and Families Regional School program for the 2008-09 school year at a tuition rate of \$139.77 per diem for 220 school days. Total annual tuition is \$30,750.

APPROVAL OF
TUITION –

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent submit the following requests to the Executive County Superintendent:

SUBMISSION OF
REQUESTS TO
CTY. SUPT.

Elimination of the following special education programs:

Perceptually Impaired Class	Central School*
Neurologically Impaired Class	Central School*
Behaviorally Disabled Class	Central School*

*These programs were previously terminated but no official notification was submitted to the County Superintendent.

Approval of the following special education programs:

SKIP (Special Kids in Preschool)	Preschool Disabled Gillette School
KIT (Kids in Transition)	Autistic (PreK-1) Gillette School
LLD (K-1)	Gillette School
LLD (205)	Millington School
Resource Center (2-5)	Millington School
Resource Center (6-8)	Central School

ROLL CALL VOTE on resolutions 7,8,9:

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

NO: None.

Resolutions 7,8,9 carried 9-0.

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 10,11,12,13,14,15,16,17,18.

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.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Lawrence Bliss as Head Night Custodian for the period July 1, 2008 to June 30, 2009 at a stipend of \$3,000.

L. BLISS
APPOINTED
HEAD NIGHT
CUSTODIAN

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Lauren O'Donnell as Teacher Assistant at Gillette School, Step 1BA, for the period July 1, 2008 to June 30, 2009 at an annual salary of \$27,343., pending completion of the New Jersey Department of Education Criminal History Review Process.

L. O'DONNELL
APPOINTED
TEACHER

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Joyanna Milo as Part Time Special Teacher at Central School for the period July 1, 2008 to June 30, 2009 at the Step 1 BA salary of \$42,595., prorated (.49) to \$20,761.55 pending completion of the New Jersey Department of Education Criminal History Review Process.

J. MILO
APPOINTED
P.T. TEACHER

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent approve the following change to the contract for Rene Rovtar, Superintendent of Schools:

CHANGES TO
SUPT. CONTRACT

The following paragraph is hereby deleted from the contract:

4. Other Benefits

C. Disability Insurance

The Board will provide a limited disability insurance policy of 60% of the superintendent's salary, up to \$6,000 per month coverage with a 90 day elimination period.

The Board will pay up to 50% of the premium for the superintendent's coverage in the disability insurance program to a maximum of \$1,400.

14. 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 Business Administrator/Board Secretary John Esposito:

CHANGES TO
B.A. CONTRACT

Item 1.5 Professional Growth

Add the language: **All travel reimbursements shall be in accordance with New Jersey Administrative Code and regulations promulgated by OMB.**

Item 3.2 Merit Pay

Add the language: **Merit goals are attached, in accordance with New Jersey Administrative Code and regulations promulgated by OMB.**

Item 6 Job Related Expenses

6.1 Reimbursement for Automobile Mileage

Employees who are required to travel to more than one location during a workday (exclusive of commuting to and from work), shall be reimbursed for mileage incurred between such locations at the current Board-approved rate, upon presentation of a duly executed voucher. **Travel reimbursements shall be in accordance with New Jersey Administrative Code and regulations promulgated by OMB.**

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the salary guide movement for Lisa Mastrogiovanni for the 2008-2009 school year from Step 10 MA \$59,525.00 to Step 10 MA +30 \$62,325.00.

APPROVAL OF
MOVE ON
SALARY GUIDE

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, revise the appointment of Doreen Unterwald, Teaching Assistant at Gillette School, from seven hours per day to four hours per day for the 2008-2009 school year. The annual salary based on .57 of Step 4 of the teaching assistant guide is \$16,184.01.

REDUCTION
IN HOURS

17. 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:

APPROVAL OF
SUBSTITUTE
TEACHERS

Michele Bonnesen
Mary McCloskey

Mary Lou Meyer
Katherine Zamarra

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 person to the Substitute Secretary List for the 2008-2009 school year:

L. HARDING
APPOINTED
SUBSTITUTE
SECRETARY

Linda Harding

ROLL CALL VOTE on resolutions 10,11,12,13,14,15,16,17,18:

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

NO: None.

Mrs. Nyquist abstained on resolution #17.

Resolutions 10,11,12,13,14,15,16,17,18 carried 9-0.

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 19,20,21.

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 Policy:

FIRST READING
OF POLICY

3514 Equipment

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

ADOPTION
OF POLICY

4112.8 Nepotism

21. RESOLVED that the Long Hill Township Board of Education, upon the 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 Medicare Initiative (SEMI) Program.

REQUEST FOR
WAIVER (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 Medicare Initiative (SEMI) Program for the 2008-2009 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 waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2008-2009 school year.

ROLL CALL VOTE on resolutions 19,20,21:

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

NO: None.

Resolutions 19,20,21 carried 9-0.

ITEMS FOR DISCUSSION

OLD BUSINESS

Mrs. Nyquist asked about the policy on immunization and the related administrative regulations.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC

MRS. DREYER asked about potential training on computer for teaching staff and Dr. Rovtar responded that we are planning to provide opportunities whenever possible.

It was moved by Mr. McCarthy and seconded by Mrs. Scanlon 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 9-0. Into private session at 8:30 p.m.

It was moved by Mr. Butterworth and seconded by Mrs. Scanlon that the Board return to public session. Motion carried 9-0. Into public session at 8:44 p.m.

PUBLIC
SESSION

It was moved by Mr. Butterworth and seconded by Mrs. Scanlon that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 8:45 p.m.

ADJOURNMENT

FUTURE MEETING DATES

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

Rene Rovtar
Superintendent

JE:mh