

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION  
JANUARY 10, 2011

The Long Hill Township Board of Education held a Worksession on Monday, January 10, 2011 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. Meringolo, Mrs. Nyquist, Mr. Russo, Dr. Verlezza (entered at 7:50 p.m.), Mrs. Scanlon.

MEMBERS ABSENT: Dr. Rae.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mr. Villar, Central School Principal  
Mrs. Dawson, Millington School Principal  
Mrs. Jones, Gillette Principal/Dir. of Curriculum  
Mr. Blinder, Technology Coordinator  
Mrs. Franklin, LHEA President  
1 township resident

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 or the Daily Record on April 27, 2010. 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 we received a letter from Senator Kean in response to a Board resolution sent to his office regarding participation fees.

Mrs. Scanlon received several phone calls regarding high school issues and directed the callers to contact the high school Superintendent.

#### BOARD COMMITTEE REPORTS

Negotiations – Mr. Meringolo reported the committee met regarding the Administrators' contract and will have an update in closed session at the January 24 Board meeting.

Morris County Ed. Services Liaison – Mrs. Nyquist attended a meeting last week at which the rates for services were established. There were no increases year-to-year in any of their programs or services. She also stated that ESC is providing Special Education services for the Butler School District. Mrs. Nyquist also noted that they are considering consolidating the 2 special education schools they currently operate into one.

Policy – Mr. Carbone stated there is one policy on the agenda for first reading tonight.

Cost Containment Committee – In Dr. Rae's absence Mr. Blocker reported the committee met with Mr. Baggs to discuss the tri-district consortium he set up and runs in his district. Three districts created committees to share ideas and services. While there is no measurable cost savings to this point, it has been a success in other ways.

Mrs. Scanlon talked about how that consortium came about and why it was able to work together. The districts had interim Superintendents and were all in a relatively similar environment at the time.

Finance – Mr. Blocker reported the committee is recommending that the district retain Mr. Colantano as its auditor after reviewing the 3 proposals that were submitted.

The committee also reviewed a working draft of the 2011-2012 school year budget. He thanked Dr. Rovtar and Mr. Esposito for putting this information together.

The committee is being very conservative in the assumptions being used in developing the budget. It is very likely that all state aid may be cut by the State this year, leaving us \$400,000 short. Mr. Blocker provided some statistics and data on this years budget.

#### SUPERINTENDENT'S UPDATE

Dr. Rovtar stated that at the December Board meeting, Mr. Colantano presented the June 30, 2010 audit report. Following the presentation, Dr. Rovtar indicated that she was remiss for not publicly commending John Esposito for the tremendous work he accomplished in the 2009-2010 fiscal year. Not only has Mr. Esposito been the point person in steering the district back to a more secure financial position, but his solid work in the business office has once again resulted in a great audit report. While there is one

recommendation, it basically resulted from the fact that the Board determined last May that the District would use the Extraordinary Aid received to help plug the gap created by the Township Committee's reduction to the tax levy in the wake of the budget defeat last May. If we had not used the money in this way, we would not have incurred the posting error which gave rise to the audit recommendation. The district is fortunate to have a business administrator who minds the district's money like it is his own and makes sure that we are compliant with the long list of financial regulations and reporting requirements.

Dr. Rovtar also commented now that it is January, the administration is very focused on compiling the budget. This will consume a great deal of time and energy over the next several months.

Mr. Blocker noted that the Debt Service portion of the budget will be declining in 2011-2012. While this does not affect the 2% cap, it will help reduce the overall tax increase for the community residents.

#### ADMINISTRATORS AND TECHNOLOGY COORDINATOR'S UPDATES

Mrs. Dawson reported on the following topics:

- The PTO sponsored author visit for the 4<sup>th</sup> grade will be this Friday.
- Spirit Day is January 21.
- Mr. Freyre coordinated a movie night on January 21.
- The end of the 2<sup>nd</sup> marking period is January 28.
- Report cards go home on February 9.
- Third grade International Day is January 28.
- On February 16 the 4<sup>th</sup> grade students will participate in the National Assessment of Educational Progress.

Mrs. Jones gave the following Curriculum Report:

- Curriculum Monday was held last week. Mrs. Jones and Dr. Rovtar worked with the science curriculum committee.
- Mrs. Jones has been speaking to parents in preschools in the area about kindergarten.
- Last month Mrs. Jones presented a workshop on behalf of the OLWEUS Bullying Prevention Program to 250 administrators.
- Next week some of the Millington teachers will be visiting Watchung teachers to collaborate about Reading Street, our new language arts program.

- Mrs. Dawson, Mr. Villar and Mrs. Jones will be meeting with Premier to discuss the continued implementation of the district's character education program in 2011-12.

Mrs. Jones gave the following report on Gillette School:

- She congratulated Mrs. Schmidt who was honored by WDHA radio as one of their "Teachers Who Rock" for her contributions to Gillette School.
- Today was the first day for kindergarten registration with 37 students registered.
- Kindergarten teachers attended a writing workshop at Kean University today.
- Mrs. Jones will be meeting individually with all teachers in Gillette this month to discuss student progress to date this year.
- Mr. Frank Coppola, President of the American Academy Tae Kwon Do studio, will visit 1<sup>st</sup> grade students during lunch time to discuss bullying and character education.
- We are starting 2 new Professional Learning Communities among the Gillette faculty: one for writing workshop and one for character education.
- The Gillette School calendar has been updated and posted on the website.

Mr. Villar gave the following report on Central School:

- Mr. Villar thanked Mr. Holmes and members of Watchung Hills High School Chorus for their performance at Central School on December 21.
- Mr. Villar thanked the volunteers for the PTO sponsored annual all-school Holiday Party on December 23.
- Central School held its National Geography Bee Competition today.
- An 8<sup>th</sup> grade orientation meeting for students and parents is scheduled for tomorrow evening at WHRHS.
- PTO cultural program "Living Voices Assembly" will be held this week.
- School dance is scheduled for January 21.
- Articulation meetings continue to be held with the high school.

Mr. Blinder reported on the following:

- Mr. Blinder has finished the preliminary technology budget for 2011-12 and has met with Mr. Esposito to discuss it.
- Has invited parents to a presentation on Cyber Safety on January 19. The program will be given by the Morris County Prosecutor's Office in cooperation with the Long Hill Township Police.
- Mr. Blinder is working with Dell to resolved the problems with new computers in the Millington lab.

- Mr. Blinder thanked Dr. Rovtar for obtaining a grant from Investors Savings Bank that will allow the district to acquire Discovery Education to provide streaming video and other resources for the science program.

#### BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following:

- He thanked Dr. Rovtar for her comments and stated that the successful audit is truly a team effort with the staff members in the Business Office.
- He has been spending a great deal of time working on the preliminary budget and has been meeting individually with the administrators.
- Mr. Esposito assisted with the kindergarten registration today, providing information on transportation for the parents.
- Information for completing the annual Financial Disclosure Forms was just received from the Department of Education and he will provide the necessary information to the Board Members for completion.

#### 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, LHEA President, indicated the LHEA will be sponsoring a Beatlemania concert on May 6 as a fundraiser with proceeds going to the classrooms for supplies and materials.

#### ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Russo 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

December 13, 2010 – Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

YES: Ms. Barone	Mr. Meringolo	Mr. Russo
Mr. Blocker	Mrs. Nyquist	Dr. Verlezza
Mr. Carbone		Mrs. Scanlon

NO: None.  
Resolution #1 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 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, upon the recommendation of the Superintendent and the Business Administrator, authorize the Business Administrator to close the following PNC bank accounts and transfer the following funds and any accumulated interest into General Fund Account #81-0235-1465:

APPROVAL TO  
CLOSE ACCOUNTS

#80-25590-4985	\$314.05
#80-2472-0818	\$25,000 (Capital Project Sweep Acct.)
#80-2792-2685	\$313,911.39 (Capital Project Acct.)

3. 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

4. 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 \$1,091.00 to Banyon School. This amount represents a tuition adjustment for the 2009-2010 school year. Student #7675887735 attended the Banyon School for the entire 2009-2010 school year.

APPROVAL OF  
TUITION  
ADJUSTMENT

ROLL CALL VOTE on resolutions 2,3,4:

YES: Ms. Barone	Mr. Meringolo	Mr. Russo
Mr. Blocker	Mrs. Nyquist	Dr. Verlezza
Mr. Carbone		Mrs. Scanlon

NO: None.

Resolutions 2,3,4 carried 8-0.

It was moved by Ms. Barone 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.

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, upon the recommendation of the Superintendent and the Business Administrator, approve the lateral advancement on the salary guide for Marco Freyre as noted below effective February 1, 2011:

APPROVAL OF  
ADVANCEMENT  
ON GUIDE FOR  
M. FREYRE

From: BA Step 5 \$49,170 To: BA+30 Step 5 \$51,970

6. 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 2010-2011 school year:

APPROVAL OF  
SUB. TEACHERS

Gregory Jusinski  
Cara Mullins

Doreen Unterwald

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Building Principal, approve the field trip listed below:

APPROVAL OF  
FIELD TRIP

May 18, 2011	Seventh Grade Students	Morristown, NJ
\$12.00 approx. cost*	Morris Museum	10 teachers

\*To be paid by parents

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, approve the following revised policy on a first reading:

FIRST READING  
OF POLICY

- 6153 Field Trips
- 6153R Field Trips – Administrative Regulations

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

YES:	Ms. Barone	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Mrs. Nyquist	Dr. Verlezza
	Mr. Carbone		Mrs. Scanlon

NO: None.  
Resolutions 5,6,7,8 carried 8-0.



ITEMS FOR DISCUSSION

2012-2013 School Calendar

The Board discussed the 2012-13 school calendar which is put together to be aligned with the high school calendar.

OLD BUSINESS

Mrs. Scanlon and Ms. Barone attended a meeting of Board Presidents and Vice Presidents. They discussed the budget process in each district and how Gifted and Talented programs are handled.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC

MRS. FRANKLIN questioned the start date for teachers in the proposed 2012-13 calendar.



FUTURE MEETING DATES

January 24, 2011 – Regular Meeting – 7:30 p.m. Township Administration Building  
(Presentation on Gifted and Talented Program Recommendations)

February 7, 2011 – Worksession Meeting – 7:30 p.m. Township Administration Building

February 28, 2011 – Regular Meeting – 7:30 p.m. – Township Administration Building

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

Dr. René Rovtar  
Superintendent of Schools

JE:mh