

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION  
OCTOBER 10, 2011

The Long Hill Township Board of Education held a Worksession on Monday, October 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, Dr. Rae, Mrs. Scanlon.

MEMBERS ABSENT: Mr. Russo, Dr. Verlezza.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mr. Villar, Central School Principal  
Mrs. Dawson, Millington School Principal  
Mr. Hansen, Gillette School Interim Principal  
Mrs. Franklin, LHEA President  
2 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 May 3, 2011. 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 read a letter from the Board of Directors of Lounsberry Meadow thanking Mr. Hansen for participating in their 20<sup>th</sup> anniversary celebration. They donated \$50.00 to Gillette School to show their appreciation.

## BOARD COMMITTEE REPORTS

Buildings & Grounds – Mr. Blocker reported on the meeting held earlier today. The committee would like to get more specific information on a building energy management system. He also said that the Building & Grounds Committee members believe that we should have our 3 roofs assessed in order to determine the condition of each. Mr. Esposito will reach out to companies in order to facilitate these 2 projects. Mrs. Scanlon asked that an assessment consider whether solar panels are practical on the current roofs.

Finance – Mr. Blocker reported there are no bills this week, but he reviewed the finance reports and they are in order.

Policy – Mr. Carbone reported item 20 is another policy required by the State for Boards to add to their Policy Manual. Dr. Rae commented that he believes that this policy is unnecessary and he would probably vote against it.

Watchung Hills Liaison – Mrs. Nyquist attended the Watchung Hills Board of Education where the Board adopted bullying policies. She also attended the Morris County Ed. Services Commission meeting but nothing relevant to Long Hill Township was decided.

## SUPERINTENDENT'S UPDATE

Make a Difference Recognition – Kathryn Murdoch, Millington School

Dr. Rovtar presented the Make a Difference Award to Mrs. Murdoch, teacher at Millington School. Dr. Rovtar described some of Mrs. Murdoch's accomplishments and the positive effect her actions have had on the district and community.

Presentation on Annual Report of Violence and Vandalism – 2010-2011

- Dr. Rovtar talked about the mandated Violence and Vandalism Report and that the small number of incidents reflects well on the staff. The Board asked questions regarding the data and Dr. Rovtar responded.
- Dr. Rovtar thanked FORCE and everyone who helped with the 5K race.
- Parents who registered for data to be sent to them should get an e-mail notifying them of log-in information in order to access attendance and report cards.
- Training was held for teachers today on curriculum software and Study Island.

## ADMINISTRATORS AND SUPERVISORS UPDATES

Millington School

Mrs. Dawson reported on the following:

- Last week Millington School participated in the Week of Respect.
- Last Friday was Crazy Hair Day
- Mrs. Shanagher ran the National Denim Day for Breast Cancer Awareness.
- School Safety Team will meet tomorrow.
- Wednesday is Picture Day.
- Fire Department will be bringing fire truck to Millington School on October 17 as part of Fire Prevention month.
- PTO arranged for a visit with a representative from AAA to teach students about using maps.
- An evacuation drill has been scheduled with the police for October 21.
- PTO has scheduled the author HJ Ralles to meet with 5<sup>th</sup> grade students on October 26.
- Halloween Parade will begin at 1:45 p.m. on October 31. The annual Veterans Day Assembly will be held on November 9 at 9:30 a.m. An invitation will go out to our local veterans to attend.
- Parent/Teacher conferences will be held on November 3, 7 and 9. Evening conferences are on November 7.
- Millington School will observe Violence Awareness Month during the week of October 17.

#### Central School

Mr. Villar reported on the following:

- Back to School Night was held on September 21. Mr. Villar thanked Mrs. Stepanian and the students in the STAR program for manufacturing personalized buttons for all of the staff members.
- The magazine sale, which helps offset the cost of the 8<sup>th</sup> grade trip, kicked off on September 22.
- For the Week of Respect, Central had an assembly, "Virtually Me" sponsored by the PTO.
- Mr. Villar and Mrs. Molendyke have held grade level meetings to review the new Harassment, Intimidation and Bullying legislation with the students.
- Student Council elections were held last week.
- The first school dance will be held on October 14.

#### Gillette School

Mr. Hansen reported on the following:

- He is continuing his daily visits to the classrooms to observe teachers and students.
- For the Week of Respect, Gillette School is focused on building the foundation for a Lifetime of Respect among the students.
- A faculty meeting was held on October 6.

- Picture Day is October 12.
- An evacuation drill has been scheduled for October 13.
- A fire safety program will be held on October 18.
- Mr. Rideout's annual disco event will be on October 20.

### Technology Coordinator

In Mr. Blinder's absence, Dr. Rovtar reported on the following:

- The computers in the Gillette computer lab were replaced and were used by our teachers today for Curriculum Mapping Software Training. A new color laser printer was also installed.
- Mr. Blinder expressed his appreciation to Ms. Kmetz and Ms. Nusser for volunteering their time last week to help install the latest updates.
- Mr. Blinder presented 3 flex day workshops on how to access FREE web-based training from Learn Key-OnLine Expert and Learning Express Library. Over 20 teachers attended the training.
- This week he will be presenting a Discovery Education Advanced workshop for Central teachers with Ms. Altebrando, demonstrating how teachers can create assignments, assessments and quizzes and allow students to complete them from any Internet connected computer.

### BOARD SECRETARY'S UPDATE

- Mr. Esposito thanked Temco for volunteering to assist with the Tiger Tracks race.
- Mr. Esposito noted that resolution #2 is regarding the ACT consortium for communications. The Middlesex County Educational Services Commission is the new lead education agency for the consortium which is reflected in the resolution.
- Of the 325 students eligible to participate in subscription busing 148 have been enrolled resulting in revenue of \$54,000, slightly below the \$60,000 budgeted.
- Mr. Esposito also noted that Chapter 78, which put in place the pension and health benefit changes, also requires districts to have a Section 125 (flexible spending accounts for medical expenses, childcare, etc.) for employees beginning July 1, 2012. Our broker has solicited quotes from firms to administer the program.
- The pension contribution rate will increase from 5.5 to 6.5% on the October 15, 2011 paycheck.
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Mrs. Nyquist thanked Mr. Esposito for his diligent work on the insurance claim for the water damage at Millington School as a result of Hurricane Irene.

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.

There were no comments from the public.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Dr. Rae 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:

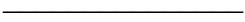
APPROVAL OF  
MINUTES

September 26, 2011 – Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

YES: Ms. Barone  
Mr. Blocker  
Mr. Carbone      Dr. Rae      Mrs. Scanlon

NO: None.  
Mr. Meringolo and Mrs. Nyquist abstained.  
Resolution #1 carried 5-0-2.



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, authorizes the Business Administrator to enter into a cooperative pricing agreement with the Middlesex Regional Educational Services Commission as follows:

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Middlesex Regional Educational Services Commission hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services:

WHEREAS, on October 10, 2011 the governing body of the Long Hill Township Board of Education, County of Morris, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Long Hill Township Board of Education;

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following revised/final Regular Education: Regular Year bus routes in School Year 2011-12:

APPROVAL OF  
MUJC TRANSP.  
CONTRACT

**Regular Education: Regular Year**

Route	Destination	Annual Cost
917	Gillette-K	\$ 19,990.80
918	Gillette-K	\$ 19,990.80
919	Gillette-K	\$ 20,840.40
933	GM-7	\$ 35,478.00
940	CSV-1/GM-9	\$ 39,627.00
967	CSV-5/GM-5	\$ 46,944.00
981	CSV-4/GM-1	\$ 37,602.00
<b>Total Regular Ed./Regular Yr.</b>		<b>\$220,473.00</b>

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following revised/final Special Education: Extended Year 2011 bus routes:

APPROVAL OF  
MUJC TRANSP.  
CONTRACT

**Special Education: Extended Year**

Route	Destination	Annual Cost
901S	Gillette-EY	\$ 4,508.00
903S	ECLC	\$ 4,455.89
906S	SKIP-EY	\$ 6,753.20
921S	Montgomery Ac.	\$ 2,641.83
931S	SKIP-EY	\$ 8,240.00
950S	DLC-Warren	\$ 3,680.43
954S	Midland Sch.	\$ 4,205.86
<b>Total Spec.Ed./Extended Yr.</b>		<b>\$34,485.21</b>

ROLL CALL VOTE on resolutions 2,3,4:

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

NO: None.  
Resolutions 2,3,4 carried 7-0.

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 5,6,7,8,9.

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.

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following revised/final Special Education: Regular Year bus routes in 2011-2012:

APPROVAL OF  
MUJC TRANSP.  
CONTRACT

**Special Education: Regular Year**

Route	Destination	Annual Cost
929	Montgomery Ac.	\$ 26,527.23
934	ECLC	\$ 32,834.64
941	SKIP	\$ 80,532.00
954	Midland School	\$ 37,461.16
983	DLC-Warren	\$ 20,018.90
<b>Total Spec.Ed./Regular Yr.</b>		<b>\$197,373.93</b>

6. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13(E), certifies that as of August 31, 2011 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  
AUGUST, 2011

7. 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 August 31, 2011.

APPROVAL OF  
BD. SEC. & TREAS.  
REPORT,  
AUGUST, 2011

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for August 31, 2011.

APPROVAL OF  
AUGUST, 2011  
TRANSFERS

9. 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 5,6,7,8,9:

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

NO: None.  
Resolutions 5,6,7,8,9 carried 7-0.

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It was moved by Mr. Carbone and seconded by Mrs. Nyquist that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 10,11,12.

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.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve the payment of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #9438898793. The evaluation is to assist in determining educational needs for this student.

APPROVAL OF  
PAYMENT TO  
DR. AMORAPANTH

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve the payment of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #2938481832 to assist in determining appropriate educational goals.

APPROVAL OF  
PAYMENT TO  
DR. AMORAPANTH

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve the payment of \$1,150.00 to the Morris Union Jointure Commission to provide a Functional Behavioral Assessment for student #4316075761. The assessment is part of the student's triennial evaluation, in order to assess the student's current needs to promote educational success. The assessment will take place at the student's out of district placement.

APPROVAL OF  
PAYMENT TO  
MUJC

ROLL CALL VOTE on resolutions 10,11,12:

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

NO:    None.  
Resolutions 10,11,12 carried 7-0.

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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 13,14,15,16,17,18,19.

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.

13. 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 trips listed below:

APPROVAL OF  
FIELD TRIPS

October 28, 2011	Band Trip	WHRHS Home Football Game
No cost		Warren, NJ
Students will be dropped off and picked up at WHRHS by their parents.		20-40 students/6-10 parents
		2 teachers
Students will have the opportunity to play with the high school band during the football game.		

May 24, 2011	Central Music Trip	Avery Fisher Hall
\$15.00 approx.cost*		New York, NY
*to be paid by parents		85 students/6-10 parents
		2 teachers

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve maternity leave for Lauren Franklin, teacher at Millington School for the period January 31, 2012 through June 30, 2012 as follows:

APPROVAL OF  
MATERNITY  
LEAVE

January 31, 2012 through March 25, 2012  
Paid maternity leave utilizing accumulated sick days

March 26, 2012 through June 15, 2012  
NJ Family Leave for childcare (unpaid)

June 16, 2012 through June 30, 2012  
Unpaid leave of absence

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following revision to the previously approved maternity leave for Dr. Lori Jones, Principal of Gillette School/Director of Curriculum:

REVISED  
MATERNITY  
LEAVE

August 30, 2011 through November 21, 2011  
Paid maternity leave utilizing accumulated sick and vacation days

November 22, 2011 through December 18, 2011  
Unpaid leave of absence

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve appointment of the following people to the position of Teacher Assistant at Millington School for the period October 11, 2011 through June 30, 2011 at the salaries as listed below:

APPOINTMENT  
OF TEACHING  
ASSISTANTS

Michelle Antonelli .57 Step 1 \$17,594.76 annual salary to be prorated for the above period  
Christine Feller .57 Step 1 \$17,594.76 annual salary to be prorated for the above period

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve appointment of Nancy Bird as Part Time Milk Aide at Central School, three days per week at the hourly rate of \$9.75.

APPROVAL OF  
MILK AIDE

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Technology Coordinator, approve the following personnel to serve as Technology Contracted Service Providers as listed below:

APPROVAL OF  
TECHNOLOGY  
SERVICE  
PROVIDERS

Julianne Everswick \$22.00 per hour effective from 10/24/2011 to 12/30/2011  
Scott Varga \$18.00 per hour effective 10/10/2011 to 10/14/2011  
Total payment for all Technology Contracted Service Providers shall not exceed \$4,000.00.

19. 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 List for the 2011-2012 school year:

APPROVAL OF  
SUB. NURSE

Joan Smith (Substitute Nurse)

ROLL CALL VOTE on resolutions 13,14,15,16,17,18,19:

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

NO: None.  
Resolutions 13,14,15,16,17,18,19 carried 7-0.

It was moved by Mrs. Nyquist and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 20 and 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.

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

FIRST READING  
OF POLICY

Policy 5141.9 Dating Violence

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies as reviewed by the Policy Committee:

READOPTION  
OF POLICIES

Policy 1200R Regulation: Participation by the Public  
Policy 1230 School Connected Organizations  
Policy 1250 Visitors  
Policy 5141.6 Suicide Prevention/Intervention

ROLL CALL VOTE on resolutions 20 and 21:

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

NO: None.  
 Resolutions 20 and 21 carried 7-0.

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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 22 and 23.

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.

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, adopt the revised Long Hill Township School Safety and Security Plan for submission to the Executive County Superintendent of Schools.

ADOPTION OF  
 SECURITY PLAN

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a revision to the start time of the November 14, 2011 Worksession Meeting of the Board of Education. The meeting will begin at 6:00 p.m. for the purpose of having the Board enter private session to receive the contract analysis of the Board of Education’s current agreement with the Long Hill Township Education Association in preparation for negotiating a successor agreement. The public portion of the November 14<sup>th</sup> meeting will still begin at 7:30 p.m.

APPROVAL OF  
 MEETING TIME  
 CHANGE

ROLL CALL VOTE on resolutions 22 and 23:

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

NO: None.  
 Resolutions 22 and 23 carried 7-0.

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ITEMS FOR DISCUSSION

OLD BUSINESS

Mrs. Scanlon reminded Board Members about the New Jersey School Boards convention.

NEW BUSINESS

Mr. Blocker asked if the Board should take a position on the Flood Wall that the town will be voting on at the meeting on Wednesday. Mrs. Scanlon noted that she would be uncomfortable having the Board of Education as a whole taking a stand. Dr. Rovtar said that the Board of Education hasn't really studied it enough to take a position.

COMMENTS FROM THE PUBLIC

MR. SANDOW commented that the upcoming Halloween Parade is also supported by the Chamber of Commerce. He asked if the AAA map instructor also has to undergo a criminal history check. Dr. Rovtar responded. Mr. Sandow thanked Mr. Hansen for his time spent at Lounsberry Meadow. He asked about the Pepsi Grant money and suggested the district have an Open House to allow everyone who voted for it to come in and see it.

It was moved by Dr. Rae and seconded by Mr. Carbone that the meeting adjourn. Motion carried 7-0. Meeting adjourned at 8:42 p.m.

ADJOURNMENT

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FUTURE MEETING DATES

October 24, 2011 – Regular Meeting – Township Administration Building – 7:30 p.m.  
November 14, 2011 – Worksession – Township Administration Building – **6:00 p.m.**  
November 28, 2011 – Regular Meeting – Township Administration Building – 7:30 p.m.

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

René Rovtar Ed.D.  
Superintendent of Schools

JE:mh