

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION
OCTOBER 11, 2010

The Long Hill Township Board of Education held a Worksession on Monday, October 11, 2010 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, Mr. Russo, Mrs. Scanlon.

MEMBERS ABSENT: 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
Mrs. Jones, Gillette Principal/Curriculum Coordinator
Mr. Blinder, Technology Coordinator
Mrs. Franklin, LHEA President
3 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 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: None.

BOARD COMMITTEE REPORTS

Policy Committee – Mr. Carbone stated that resolutions 24 and 25 are policies for first and second reading. He believes these are the last of the policies that NJSBA suggested we review and revise. Additional policies will be reviewed at the next meeting.

Financial Committee – Mr. Blocker stated that the July financial reports are in order but the August reports should be removed from the agenda. They will be approved at the next meeting.

Buildings & Grounds Committee – Mr. Russo discussed the meeting held earlier today, saying we will be talking to an energy consultant as well as our Buildings & Grounds Supervisor in an effort to look at the district as a whole regarding cooling the facilities.

SUPERINTENDENT'S UPDATE

Dr. Rovtar discussed the following:

- Students were home today, but there was a teacher inservice day, including a suicide prevention workshop.
- Denim Day was held Friday as a fund raiser for cancer awareness. Dr. Rovtar thanked Mrs. Shanagher for all her efforts on this project.
- Mrs. Lamer is on the agenda tonight as a direct result of our discussion from the last Board meeting regarding class size. Dr. Rovtar and Mr. Villar will be looking at the overall schedule to plan for future enrollments.

As per requirements, Dr. Rovtar provided a summary of the Violence and Vandalism Report in the district. There were 8 incidents over the past year, which resulted in suspensions for several students. The incidents involved primarily fighting and bullying. Dr. Rovtar noted that the law provided an opportunity for public comment, and Mrs. Scanlon asked for input from the public. There was none.

ADMINISTRATORS AND TECHNOLOGY COORDINATOR'S UPDATES

Mrs. Dawson reported on the following:

- Food days have begun
- Thanked the Millington Fire Department for talking to the students about safety
- Friday was Spirit Day
- Wednesday is picture day
- Halloween parade is on October 29th at 1:45 p.m. Please do not wear masks, and no costumes with weapons are allowed. Information will be going home to parents
- There is an assembly on November 11 for Veterans Day
- Parent/teacher conferences begin November 8
- Week of October 18 is school violence awareness week
- Grade level meetings are held each month to discuss various topics. Data driven initiative is being covered at this time.

- Reading Street is being used now as part of the curriculum. Mr. Dawson believes it is a rigorous and positive program. Teachers are working as a team on implementing the new ideas.
- This is the first year that 5th grade is using a specific reading program
- Mrs. Dawson has been doing classroom observations the past few weeks.
- Learnia testing will begin this month; results do not go home to parents, but are used by teachers to determine how best to differentiate instruction for students.

Mr. Villar reported on the following:

- Back to School night was on September 22. The schedule was amended this year to try and make the night a little shorter.
- Attended principals articulation meeting with other districts on October 6. It was an excellent meeting, as he got to share experiences with those administrators regarding scheduling, emergency preparedness, budgeting and other issues.
- Student Council elections were held on October 6 and went very well. Mr. Salzer did a great job in helping as student advisor.
- Magazine drive has ended, and about \$8,000 was raised for the students and school.
- 8th grade trip is being discussed, and whether it should be in Boston or elsewhere. Washington D.C. and Philadelphia are other potential site for class trips that would be valuable for the students and reduce the costs for parents.
- Academic lab enrollment, run by Mrs. Skrobacz, is completed. There are 25 students overall in the program
- Soccer and cross country programs are half way done and the AD, Ms. Millman, is doing an excellent job running everything.
- First dance is October 22, which will be open to 6th through 8th grades.
- Evacuation drill was conducted last week and was successfully completed in less than 22 minutes.
- Bus evacuation drill is set for October 21st, with the Police Department in attendance.
- Parent/Teacher conferences will be held at the end of the month.

Mr. Villar was asked about the teacher contact periods by Mr. Meringolo, and he explained his understanding of the contractual language.

Mrs. Jones reported on the following regarding Gillette School:

- Evacuation drill was held on the same day as Spirit Day.
- Oct. 13 is school picture day. They will be putting together a yearbook as well
- Parent/Teacher conferences are October 28 through November 3
- Halloween parade is October 29

- Kindergarten registration packet is posted on the website, and more information will be sent out in November
- Fire prevention will be talked about next week
- SKIP students put on readers theaters last week for parents and family
- Pumpkin patch will be brought in for the younger children for Halloween
- Mr. Rideout's Disco Day is Oct. 14, which teaches students what they are required to know about music in the curriculum.

Mrs. Jones reported on the following regarding Curriculum:

- Last training was held today for the Rigby program. The teachers indicated that so far the kids seem to enjoy it and are doing well.
- Ning-Mini has been approved for up to 250 members and Mrs. Jones sent out e-vites to everyone.
- Applied for \$250 parent grant which was not approved, but she did receive posters instead.
- Is holding a Book talk, and thanked local libraries and school districts for getting copies of the books she needs.
- Is working on workshops for teachers and parents to be held sometime in November.
- Thanked teachers for logging onto the Pearson webinar focusing on small group instruction.

Mr. Blinder reported on the following:

- we have 30 new Dell PCs and he is busy installing them.
- Teachers got over \$8,000 of equipment in Bing donations.
- Is putting together a workshop on cyber bullying with a date TBD.

BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following:

- We are finalizing the August and September Board Secretary and Treasurer's reports and will have them for the next meeting.
- Is working on many state reports that are due this month, including the DRTRS (transportation) and ASSA (student count).
- County members are conducting surveys on pay-to-play and subscription busing fees. Mr. Esposito will report on findings at the next meeting.

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 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

September 27, 2010 – Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.

Resolution #1 carried 8-0.

It was moved by Mr. Blocker and seconded by Ms. Barone 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, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of July 31, 2010 after review of the Board Secretary’s monthly financial report (appropriations section) and upon consultation with appropriate district officials, to the best of

APPROVAL OF FINANCIAL CERTIFICATIONS JULY, 2010

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.

3. 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 July 31, 2010.

APPROVAL OF
BD. SEC. & TREAS.
REPORT,
JULY, 2010

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for July 31, 2010.

APPROVAL OF
JULY TRANSFERS

ROLL CALL VOTE on resolutions 2,3,4:

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

NO: None.

Resolutions 2,3,4 carried 8-0.

Note: Resolutions 5, 6 and 7 were removed from the agenda to be voted on at a future meeting.

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 8,9,10,11,12.

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.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the 2010-2011 joint Transportation Agreement with the Warren Township School District for regular education student transportation for four Central School Math students attending class at Watchung Hills Regional High School for route #W-137 at a total cost of \$1,200.00.

APPROVAL OF
TRANSPORTATION
AGREEMENT
WITH WARREN

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve transportation routes with the Somerset County Educational Services Commission for out of district special education students in 2010-11:

APPROVAL OF
SP. ED. TRANSP.
ROUTES

<u>School</u>	<u>Program</u>	<u>Bus</u>	<u>Aide</u>	<u>Admin.</u>	<u>Per Diem</u>	<u>Annual</u>
Center for Lifelong Learning	Reg. Year	\$112.00	\$41.00	\$ 9.18	\$162.18	\$29,192.40
Crossroads	Reg. Year	\$201.51	\$ 0.00	\$12.09	\$213.60	\$38,448.11
Newmark	Reg. Year.	\$122.28	\$39.88	\$ 9.73	\$171.89	\$30,940.13
Rock Brook	Reg. Year	\$234.98	\$ 0.00	\$14.10	\$249.08	\$44,834.18
Center for Lifelong Learning	Summer ESY			\$ 0.00		\$ 4,703.22
Crossroads	Summer ESY			\$ 0.00		<u>\$ 4,699.21</u>
TOTAL						\$152,817.25

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, express its gratitude to the Long Hill Township PTO for their generous donation to underwrite the cost of the Central Middle School Student Newspaper, Tiger Talk, for the 2010-2011 school year.

ACCEPTANCE
OF DONATION

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, express its gratitude to the Long Hill Township PTO for their generous donation of \$3,364.60 to purchase a StarBoard for Mrs. Vachon's 5th grade mathematics class.

ACCEPTANCE
OF DONATION

12. 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 8,9,10,11,12:

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

NO: None.

Resolutions 8,9,10,11,12 CARRIED 8-0.

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.

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 Director of Special Services, approve Aviva Gans to provide physical therapy consultation services to student #2476632418 in accordance with the student’s I.E.P. The student will receive 1 hour per month therapy at \$58.34 an hour, at the student’s out of district placement beginning in September 2010 through November 2010. Ms. Gans, physical therapist, will also receive 1 hour travel time, round trip. Total cost not to exceed \$350.04.

APPROVAL OF
P.T. SERVICES

14. 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 Cambridge Behavioral Health, LLC to provide services to student #4316075761 in accordance with the student’s I.E.P. The student will receive 10 hours per week of ABA Therapy at \$65.00 an hour, at student’s home, with home/school coordination September 1, 2010 – June 30, 2011. Total cost not to exceed \$23,400.00.

APPROVAL OF
ABA THERAPY

15. 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 contracts for Itinerant Teacher of the Deaf services through the Summit Speech School for the period September, 2010-June 2011. The services are provided at the rate of \$145.00 per hour. Services are requested for the following students, as per their IEP's:

APPROVAL OF
TEACHER OF THE
DEAF SERVICES

- #9264906891 1 X 60 minute session per week
- #7700417730 1 X 60 minute session per week
- #9068278023 1 X 60 minute session per week
- #8410365288 1 X 90 minute session per week
- #2473524162 1 X 90 minute session per week
- #8359943629 3 X 60 minute sessions per week

16. 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 a tuition adjustment in the amount of \$2,192.00 to ECLC of New Jersey. The adjustment is required based on the New Jersey Department of Education's Certified Tuition Rates for the 2008-2009 school year. Student #9581966316 attended ECLC for the 2008-2009 school year.

APPROVAL OF
TUITION
ADJUSTMENT
TO ECLC

17. 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 continuation of bedside instruction for student #8487305914. Bedside instruction will be provided by Education Incorporated, for 1 hour per day, 5 hours per week, at the cost of \$46.00 per hour, at Morristown Memorial Hospital, Morristown, NJ. Bedside instruction by Education Incorporated will continue until the student is discharged from the hospital. Approximate duration is an additional 2 weeks.

APPROVAL OF
BEDSIDE
INSTRUCTION

18. 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 \$1,350.00 to New Jersey's Specialized Child Study Team for Deaf and Hard-of-Hearing

APPROVAL OF
EVALUATIONS

Children to conduct a psychological, educational and speech/ language evaluation will be completed for Student #8359943629. These evaluations are necessary to determine the proper educational placement for this student.

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

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

NO: None.

Resolutions 13,14,15,16,17,18 carried 8-0.

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 19,20,21,22.

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 Superintendent and the Business Administrator, approve the appointment of Deborah Lamer to the position of part time teacher of Language Arts and Reading at Central Middle School at the .28 BA Step 3 salary of \$13,066.20 to be prorated for the period October 4, 2010 through June 30, 2011.

D. LAMER
APPOINTED

20. 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 Noelle Milito, fourth grade teacher at Millington School:

APPROVAL OF
MATERNITY
LEAVE – N. MILITO

- Use of accumulated sick days from January 3, 2011 through May 13, 2011.
- Unpaid family leave of absence beginning May 16, 2011 through June 30, 2011.
- Anticipated return date is September 1, 2011.

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Principals, approve the following professional internship placements for the 2010-11 school year:

APPROVAL OF INTERNSHIP

Andrew Gillespie Administrative Internship
Central School 2010-11

22. 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:

L. KIMSEY
APPOINTED TO
SUB. TEACHER
LIST

Lorraine Kimsey

ROLL CALL VOTE on resolutions 19,20,21,22:

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

NO: None.
Mrs. Nyquist voted no on resolution #19.
Resolution #19 carried 7-1.
Resolutions 20,21,22 carried 8-0.

23. It was moved by Mrs. Nyquist and seconded by Mr. Carbone 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

May 26, 2011	Fourth Grade Students	Bronx, NY
\$36 approx. cost*	Bronx Zoo	5 teachers, 1 nurse
		2 teacher assts.
		20 parents

*To be paid through fundraising/parent payment

June 3, 2011	Third Grade Students	New York, NY
TBD approx.cost*	American Museum of Natural History	6 teachers 1 nurse 1 nurse 20 parents

*To be paid through fundraising/parent payment

ROLL CALL VOTE on resolution #23:

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

NO: Mr. Blocker

Resolution #23 carried 7-1.

It was moved by Mr. Carbone and seconded by Ms. Barone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 24 and 25.

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.

24. 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

6161.1 Guidelines for Evaluation and Selection of Instructional Materials

25. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, adopt the following policies on a second reading:

ADOPTION
OF POLICIES

6142.9	Arts
6162.5	Research
9313	Formulation, Adoption, Amendment of Administrative Regulations

ROLL CALL VOTE on resolutions 24 and 25:

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

NO: None.

Resolutions 24 and 25 carried 8-0.

26. It was moved by Mr. Russo and seconded by Mrs. Nyquist that

WHEREAS, Senate Bill S2228 and Assembly Bill A1691 have been introduced in the New Jersey Legislature, and

WHEREAS, these bills both would prohibit local school districts from charging a student, or the student's parent or legal guardian, a fee to participate in extracurricular activities, and

WHEREAS, the Long Hill Township School District has operated a pay-to-play program for interscholastic sports since September 2007 and a pay-to-participate program for student activities since September 2008, and

WHEREAS, the creation of this alternate source of revenue to support these programs has allowed these programs to be provided for the students of Long Hill Township without additional cost to the taxpayers and without diverting budget funds from the instructional program; and

WHEREAS, the Long Hill Township Board of Education feels strongly that in the wake of significant reductions to or total elimination of state aid to local school districts, combined with increasing standards for student achievement, in accordance with the provisions of No Child Left Behind, it is essential that local school districts have the flexibility to make decisions regarding activity fees and pay-to-play or pay-to-participate programs based on local circumstances and local situations, and

WHEREAS, local school districts will have to prepare budgets that limit the growth of the local tax levy to 2% beginning with the 2011-2012 school year while still having to provide adequate resources for a Thorough and Efficient Education; and

WHEREAS, the Long Hill Township School District, along with many other local school districts in the State of New Jersey, would be faced with significant curtailment or elimination of these extracurricular opportunities for our students if local school districts were prohibited from charging any participation fees,

BE IT HEREBY RESOLVED that the Long Hill Township Board of Education hereby requests that S2228 and A1691 not be supported or enacted by the members of the New Jersey State Legislature.

ROLL CALL VOTE on resolution #26:

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

NO: None.

Resolution #26 carried 8-0.

ITEMS FOR DISCUSSION

Budget Parameters – Arising from the Board Retreat, the Board wished to talk about the budget prior to the finance committee shaping a preliminary budget.

Mrs. Scanlon raised a general list of potential topics to be reviewed and discussed given the anticipated 2% cap on the local tax levy:

Subscription busing
World Languages
Textbooks/on-line texts
Curriculum needs
Class size
Surplus – maintain 2% or less
Health insurance increases
Combining programs at the middle school
Special education costs – anticipated vs. unanticipated

Discussion ensued on how to approach putting together the budget for next year. Some of the issues covered included setting priorities, what is important to maintain a quality education and how to communicate with the public. Board Members also are interested in hearing what residents have to say about what is important to them.

OLD BUSINESS

The New Jersey School Boards convention is next week and Mr. Esposito distributed more information regarding registration.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Barone and seconded by Mr. Carbone that the Board go into private session for the purpose of discussing the Superintendent's contract. No action will be taken tonight.

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 9:30 p.m.

It was moved by Ms. Barone and seconded by Mr. Carbone that the Board return to public session. Motion carried 8-0. Into public session at 9:55 p.m.

PUBLIC
SESSION

It was moved by Mr. Russo and seconded by Mr. Carbone that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 9:56 p.m.

ADJOURNMENT

FUTURE MEETING DATES:

- October 25, 2010 – Regular Meeting – 7:30 p.m.- Township Administration Building
- November 8, 2010 – Worksession – 7:30 p.m. – Township Administration Building
- November 22, 2010 – 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