

LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
OCTOBER 25, 2010

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, October 25, 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, Dr. Verlezza,  
Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
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 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

Negotiations – Mr. Meringolo reported the committee will update the Board on progress with a new contract for the Superintendent at the next closed session.

Buildings & Grounds – Mrs. Nyquist reported the committee did not meet tonight as they are waiting for our Smartstart grant response from our Energy Solutions representative.

Morris County Ed. Services Commission – Mrs. Nyquist attended a recent meeting at which no major issues affecting Long Hill Township schools were discussed.

Policy – Mr. Carbone stated policy #6161.1 will be removed from the agenda tonight as there is concern about some of the wording in the policy. He talked about why each of the other policies is on the agenda tonight.

Mr. Carbone also attended a Policy seminar at NJSBA convention that covered how to use Board policies to assist children in the learning process. He noted that Boards should be involved, but not hands-on. It should create policies that promote a learning environment that the administration can successfully use for student achievement.

Community Relations – Ms. Barone attended a communications seminar at the conference which covered use of technology to accentuate positive events in the district. She will share some websites with Mr. Blinder that may be useful in the future for sharing student achievement.

Ms. Barone also attended a first amendment seminar that talked about Facebook policy and other student-related policies.

Cost Containment Committee – Dr. Rae talked about the cost containment committee, and how it had met several times during the past few months. He contacted a district which had successfully created a shared services arrangement with other schools. Dr. Rae sent out via e-mail a presentation that detailed the steps taken by those other schools. He will set up a conference call with the Superintendent and his committee in the next few weeks. Ms. Barone asked if there was any issue in forming an agreement with other districts that is subject to DOE oversight.

Finance – Mr. Blocker reported the committee met and all agenda items are in order. The committee reviewed 97% of all dollar expenses for the month in detail.

Mrs. Scanlon attended the NJ School Boards Convention last week and thought it had great value, despite some logistical issues. She asked everyone to confirm with Mrs. Herrmann that they attended their required training class.

#### SUPERINTENDENT'S UPDATE

Dr. Rovtar talked about the Pepsi Refresh grant going on in the community and urged everyone at home to log on and vote for Long Hill's project. The top ten projects will be funded, and Long Hill Township is currently at number ten.

A School House Scrapbook will be published in Spring to celebrate 75<sup>th</sup> anniversaries of Gillette and Millington Schools. Dr. Rovtar is asking people to submit memories for the book.

Dr. Rovtar provided an update on the district's goals for 2010-2011:

1. Ensure that we meet or exceed new NCLB standards – The teachers have been continuing to work on data driven instruction. The Dibels screening for students in grades Kindergarten through two has been completed. The teachers in grades Kindergarten through grade five participated in a workshop on the new language arts series. The new materials contain many diagnostic tools and assessments that the teachers are using to help assess student mastery of skills. Early reports on student achievement based on these new language arts materials are very encouraging. Grades 3 through 5 will also be completing the first benchmark assessment in Learnia this month. Learnia is an online assessment, which is free to NJ school districts, that allows teachers to determine which standards in language arts and math the students are struggling with. This information allows them to differentiate instruction to address individual student needs. A second benchmark assessment will be administered in March to gauge readiness for the NJASK assessment.
2. Develop Life Skills Program for Middle School – Mr. Villar, Mrs. Yavelberg and Dr. Rovtar visited the Pequannock School District earlier this month to discuss and see their middle school life skills program, which has been in operation for a few years. Their population is somewhat different than the population we envision for our program, but it was helpful to discuss the various aspects of their program. On the agenda this evening is a resolution to approve two consultants who will be developing the program for us, including the design of the classroom, the development of the curriculum and the estimated budget for staffing, supplies and equipment. We are moving forward to have this program in place for September 2011.
3. Present Board with Strategic Facilities Plan – The Strategic Planning Committee for Facility Utilization has been meeting since July. A report reflecting the work of the committee and the committee's recommendations to the Board will be presented at the November 22<sup>nd</sup> regular meeting of the Board of Education.
4. Develop a staff recognition program – The first element of the staff recognition program, the Make a Difference Award, was initiated in September. A Central School faculty member will be honored with this recognition at the November 8<sup>th</sup> Worksession meeting.

#### BOARD SECRETARY'S UPDATE

Mr. Esposito reported that at the Finance Committee meeting this evening there was a discussion regarding interviewing auditing firms. Two firms will be interviewed by the

committee prior to the November 8<sup>th</sup> Board meeting. Mr. Colantano will be interviewed by the committee on December 13<sup>th</sup>, as he is coming to present the June 30, 2010 audit report that evening.

Mr. Esposito shared the results of an unofficial survey on subscription busing in Morris County. There were 32 responses to the survey: 12 districts have subscription busing, 20 do not. The range in busing fees is \$50.00 to \$526.00 with \$312 being the average.

Mr. Esposito is a member of the Morris Union Jointure Commission’s transportation committee. MUJC has 23 member districts and currently operates 90 different bus routes for those districts. They own 123 buses and employ 93 drivers and 47 aides. The Board discussed the procedures for obtaining quotes and bids for transportation routes through consortium arrangements and with independent bus companies, as well as the savings that are realized through joint arrangements and the services that are provided by MUJC in identifying and arranging these jointures.

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

October 11, 2010 – Worksession – Public & Private 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.

Dr. Verlezza abstained on resolution #1.

Resolution #1 carried 8-0-1.

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It was moved by Mr. Blocker and seconded by Mrs. Nyquist that the Long Hill Township Board of Education approve the following recommendations 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 Payrolls for September 15 and 30, 2010 and the List of Bills for September 14, 20, and 28, and October 14 and 25, 2010 for payment as follows:

APPROVAL OF  
BILLS LISTS

Payroll for September 15, 2010

Fund 10	\$ 21,934.00
Current Expense-Fund 11	\$351,557.68
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$373,491.68

Payroll for September 30, 2010

Fund 10	\$ 21,814.00
Current Expense-Fund 11	\$351,490.42
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$373,304.42

Bills List for September 14, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 3,393.00
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 3,393.00

## Bills List for September 20, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 840.00
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 840.00

## Bills List for September 28, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 612.00
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 612.00

## Bills List for October 14, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$120,938.87
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$120,938.87

## Bills List for October 25, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$340,523.42
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 29,356.75
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$369,880.17

3. 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, 2010 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.

APPROVAL OF  
FINANCIAL  
CERTIFICATIONS  
AUGUST, 2010

6:20-2.13(B), and sufficient funds are available to meet the district's financial obligations for the remainder of the year.

4. 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, 2010.

APPROVAL OF  
BD. SEC. AND  
TREAS. REPORT  
AUGUST, 2010

5. 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, 2010.

APPROVAL OF  
AUGUST, 2010  
TRANSFERS

6. 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 2,3,4,5,6:

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

NO: None.

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

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 7 and 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.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Director of Special

APPROVAL OF  
BEDSIDE  
INSTRUCTION

Services approve payment of the administrative costs associated with bedside instruction for student #8487305914. Bedside instruction was 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. (instruction was previously approved). The administrative costs are \$15.18 per session. Student was provided 11 sessions, 9/20/2010 – 10/4/2010. Cost not to exceed \$166.98.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve services through Brookwood Consulting for two consultants to develop room specifications, equipment and budget recommendations, and curriculum for the planned Middle School Life Skills Program to be implemented at Central School for the 2011-2012 school year. Sixty hours of consultation is anticipated at \$50.00 per hour. Total consultant fee not to exceed \$3,000.00. Report and recommendations to be delivered to the Superintendent no later than February 1, 2011.

APPROVAL OF  
2 CONSULTANTS

ROLL CALL VOTE on resolutions 7 and 8:

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

NO: None.  
Resolutions 7 and 8 carried 9-0.

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 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.

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the extension of the

APPROVAL OF  
MATERNITY  
LEAVE

unpaid maternity leave of Rose Mary DiCarlo from December 1, 2010 through June 30, 2011. Mrs. DiCarlo plans to return to employment on September 1, 2011. EXTENSION

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the extension of the appointment of Lisa DelGaudio as maternity leave Kindergarten teacher at Gillette School at the Step 1 salary of \$45,665 (prorated) for the period December 1, 2010 through June 30, 2011. APPROVAL OF MATERNITY LEAVE REPLACEMENT

11. 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 placement for the 2010-2011 school year: APPROVAL OF INTERNSHIP

Alexandra Scott – Field Experience – Millington School – working with Mrs. Kales

12. 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

Thomas Bailey                      Andrea Galante

ROLL CALL VOTE on resolutions 9,10,11,12:

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

NO: None.  
Resolutions 9,10,11,12 carried 9-0.

Resolution #13 was removed from the agenda.

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 14, 16,17.

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.

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies following a review that has been conducted by the Policy Committee:

POLICIES  
REVIEWED

- 1314 Fundraising by Outside Organizations
- 1420 Shared Services with County and Other School Districts
- 1500 Relationship Between Area, State, Regional and National Associations and the Schools

(There was no resolution #15 on the agenda.)

16. 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

- 1320 Public Performances by Students

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, rescind the following policy:

POLICY  
RESCINDED

- 1430 Relationships with State Agencies

ROLL CALL VOTE on resolutions 14,16,17.

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

NO: None.  
Resolutions 14,16,17 carried 9-0.

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## ITEMS FOR DISCUSSION

Budget – Ms. Barone noted that many other districts are starting to look at their budgets early in the year. Mr. Blocker asked Mr. Esposito to distribute a budget development schedule when it is completed.

Solar Energy – Mr. Meringolo asked about investigating solar installation in our district and if the Buildings & Grounds Committee could consider this project. Mr. Russo noted that on-ground units have created problems in some areas, and Dr. Rovtar stated that the roofs in Long Hill Township may be too old to qualify for it. Mr. Meringolo will do some exploration on this topic to see if Long Hill Township can utilize this energy source.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Russo and seconded by Mr. Carbone that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 8:43 p.m.

ADJOURNMENT

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## FUTURE MEETING DATES

November 8, 2010 – Worksession – Township Administration Building – 7:30 p.m.

November 22, 2010 – Regular Meeting – Township Administration Building – 7:30 p.m.

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

Dr. René Rovtar  
Superintendent of Schools

JE:mh