

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION  
MARCH 12, 2012

The Long Hill Township Board of Education held a Worksession in the Long Hill Township Town Hall on Monday, March 12, 2012. The meeting was called to order by Board President Lisa Scanlon at 7:30 p.m.

MEMBERS PRESENT: Ms. Barone, Mr. Carbone, Mr. LoCascio, Mr. Meringolo, Mr. Russo, Mrs. Scanlon.

MEMBERS ABSENT: Mr. Blocker, Mrs. Nyquist, 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  
Dr. Jones, Gillette Principal, Dir. of Curriculum  
Mrs. Yavelberg, Special Services Coordinator  
Mr. Blinder, Technology Coordinator  
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: None.

## BOARD COMMITTEE REPORTS

Buildings & Grounds – Mr. Russo reported on a meeting held earlier today:

- Board resolution to have an energy audit done at no charge to the Board.
- Roof analysis – initial assessment is in and Gillette School appears to be in the worst shape.
- Wi-Fi was discussed by administrators, who recommended that it be installed throughout the district. The committee is in favor of it, but the project is costly and they would like to hear more details from Mr. Blinder. Mrs. Scanlon asked Mr. Blinder to talk to Dr. Rae (technology committee).
- Handicapped access at Central School being worked on.
- 200 tons of infield mix was put down between Millington and Central fields.
- Playground surfacing for safety has been ordered and will be put down at each school.
- Mr. Russo raised the issue of looking at the land owned by the district behind Central School for potential athletic fields. The Board would have to hire an architect to do a feasibility study to explore this.

Negotiations – Mr. Meringolo will report on this in private session.

Policy – Mr. Carbone reported the committee met and there are several policies on for approval tonight.

Watchung Hills High School Liaison – Mr. Carbone attended a meeting and reported that a search committee has been formed to hire a new principal. He also talked about other high school issues: the 2012-13 budget, bond refinancing, use of capital and maintenance reserve, enrollment and other issues.

SPORT Liaison – Mr. LoCascio attended a SPORT meeting where they discussed their 501-C3 application to be tax exempt, and baseball and softball uniforms need to be replaced.

## SUPERINTENDENT'S UPDATE

Dr. Rovtar thanked SPORT for generous donations to offset the cost to students for Pay-to-Participate sports/activities. She also recognized Mrs. Berlin with her Make a Difference certificate and thanked her for all her efforts with Long Hill Township children.

Dr. Rovtar then introduced Tara Stepanian and Fraida Yavelberg to report on the first year STAR program. Mrs. Yavelberg noted that Long Hill can help the vast majority of special needs children. She also discussed the various programs now offered in the district: STAR, PREP, SKIP, KIT.

## ADMINISTRATORS AND SUPERVISORS UPDATES

### Millington School

Mrs. Dawson reported on the following:

- The PTO talent show was held on February 24.
- Mrs. Dawson thanked the PTO for holding a very successful Book Fair on March 1 and 2.
- This week was "Good Character Week".
- Friday is the PTO sponsored school spirit day.
- 5th graders will attend the Buehler Science Center this week.
- The FORCE musical is on March 19.
- 4<sup>th</sup> and 5<sup>th</sup> grades will be going to Central School to see Willy Wonka Jr.
- Mrs. Dawson is finishing up teacher observations and will begin staff evaluations soon.

### Gillette School

Dr. Jones reported on the following:

- The Book Fair and Family Reading Night was held on March 1.
- Dr. Jones read to the classes for Dr. Seuss's birthday as their guest reader.
- The 1<sup>st</sup> grade music concert is on March 15 at 10:45 a.m. and 1:45 p.m.
- Gillette School will have Inside/Out Day and ice cream day on March 16.
- We have the NJPASS the week of April 16.
- Kindergarten workshop is April 26 and 27.

### Curriculum

Dr. Jones reported on the following:

- 1<sup>st</sup> grade teachers visited with Watchung teachers to review the implementation of Reading Street in language arts.
- Kindergarten teachers will receive training on Reading Street at the end of the month.
- Dr. Jones provided a workshop on bullying prevention for district bus drivers.
- She will be presenting an anti-bullying workshop to the staff on March 22.
- Dr. Jones will be attending the curriculum meeting with the sending districts on March 29.

- Mrs. Dawson and Dr. Jones will be meeting on March 16 with Mrs. Gibson, the representative from Pearson Publishing to discuss Envision Math Series and its update for K-5. Any recommendations will be shared with the Board's curriculum committee.

#### Central School

Mr. Villar reported on the following:

- He congratulated Mr. Freyre and the girls basketball team on a 21-1 championship season.
- Thanked Mrs. Ruby for coordinating the Box Top Drive which was won by Mrs. Flint's class.
- Victorian Day was held on March 1.
- The Central School Play, Willy Wonka Jr., will be held on March 22 and 23.
- NJASK will be administered for grades 6, 7 and 8 from April 23 to April 27.

#### Technology

Mr. Blinder reported he is working on the wireless project with Dyntek who has gone through each school in an effort to scope out the size of the project.

#### BOARD SECRETARY'S UPDATE

Mr. Esposito reported that other than the first 2 weeks of school, now is the busiest time of the year. Over the past 3 weeks, the following issues have been worked on:

- Budget finalized, entered into software, submitted, reviewed.
- Auditor in for a week for mid-year review – no major findings.
- Bond Refinancing – conference calls, documents reviewed/signed, bonds sold. The district will save close to \$50,000 per year.
- Financial reports for January done and February given to Treasurer.
- Extraordinary Aid application on-line – researched, entered, submitted by deadline of March 9.
- Met with architects regarding energy audit and programs; and potential roof projects.

#### 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.



4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for January 31, 2012.

APPROVAL OF  
JAN. 2012  
TRANSFERS

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept a donation in the amount of \$16,000.00 from SPORT (Students and Parents Organizing Resources) to offset the cost of the pay to play fees for Central Middle School sports for the 2011-2012 school year. This donation has been reflected in the reduced pay to play fees that have already been calculated and applied for the 2011-2012 year for all nine sports teams. The Board of Education is very appreciative of the continuing efforts of the SPORT organization to help defray the cost of pay to play athletics at the middle school.

ACCEPTANCE OF  
DONATION

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

YES: Ms. Barone Mr. LoCascio Mr. Russo  
Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.  
Resolutions 2,3,4,5 carried 6-0.

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 6 and 7.

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.

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution authorizing the submission of the required application paperwork to receive free energy audits of all three school buildings through the Local Government Energy Audit Program through New Jersey's Clean Energy Program:

APPROVAL OF  
APPLICATION FOR  
FREE ENERGY  
AUDIT

**LOCAL UNIT SAMPLE RESOLUTION 1 FOR  
LOCAL GOVERNMENT ENERGY AUDIT**

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of Long Hill Township School District has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Long Hill Township School District, are served by a New Jersey regulated public utility, and that the Long Hill Township School District has not already reserved \$100,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Long Hill Township School District will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Firm Selection Form; and,

WHEREAS, the Long Hill Township School District understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program;

WHEREAS, the Long Hill Township School District shall actively participate in a state, national or other sustainability certification or implementation program that has rigorous and verified criteria for establishing what can be done to be sustainable. This includes actions and strategies addressing such issues as energy efficiency, greenhouse gas reduction, sustainable/green design and/or high performance buildings.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Long Hill Township School District, approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Travel/Conference

APPROVAL OF  
TRANSFERS

registration for the staff indicated for professional improvement or development as per the attached listing.

ROLL CALL VOTE on resolutions 6 and 7:

YES: Ms. Barone Mr. LoCascio Mr. Russo  
Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.  
Resolutions 6 and 7 carried 6-0.

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 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 maternity leave for Maura Aimette, teacher at Central School for the period September 4, 2012 through December 14, 2012 as follows:

APPROVAL OF  
M. AIMETTE  
MATERNITY  
LEAVE

September 4, 2012 through December 14, 2012 – Paid maternity leave utilizing accumulated sick days.

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept, with regret, the resignation of Rose Mary DiCarlo from the position of Kindergarten Teacher at the end of her maternity leave on June 30, 2012.

R. DI CARLO  
RESIGNATION

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an unpaid medical leave for Maura Millman, physical education teacher at Central School for the period February 28, 2012 through May 10, 2012.

MEDICAL LEAVE –  
M. MILLMAN



11. 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 persons to the Substitute list for the 2011-12 school year:

APPROVAL OF  
SUBSTITUTES

Oksana Stanton      Eileen Tuma      Carolyn Marsh

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Susan Christensen-Leone as a maternity leave replacement teacher for the STAR program at Central School at the BA Step 1 salary of \$47,405 prorated for the period April 10, 2012 through October 10, 2012 (salary for the period beginning September 1, 2012 will be based on the successor agreement negotiated with the LHEA). Ms. Christensen-Leone will also be paid for an additional five days of transition work with Mrs. Stepanian prior to the commencement of her leave.

S. LEONE  
APPOINTED  
MAT. LEAVE  
REPLACEMENT

ROLL CALL VOTE on resolutions 8,9,10,11,12:

YES:    Ms. Barone      Mr. LoCascio      Mr. Russo  
         Mr. Carbone      Mr. Meringolo      Mrs. Scanlon

NO:    None.  
Resolutions 8,9,10,11,12 carried 6-0.

It was moved by Mr. Carbone and seconded by Mr. Russo that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 13,14,15.

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 and the Policy Committee, readopt the following policies as reviewed by the Policy Committee:

READOPTION  
OF POLICIES

- Policy 1430 Relationships with State Agencies
- Policy 5126R Regulation: Awards for Achievement
- Policy 5141.4R Regulation: Child Abuse and Neglect
- Policy 6163.3 Animals in Schools
- Policy 9110 Number of Members and Terms of Office

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

FIRST READING  
OF POLICIES

- Policy 5142R Regulation: Pupil Safety
- Policy 6142.4 Physical Education and Health

15. 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

- Policy 6146 Promotion Requirements (this policy is covered under 5122 – Acceleration/Promotion/Retention and 6171.4 - Special Education)

ROLL CALL VOTE on resolutions 13,14,15:

YES: Ms. Barone Mr. LoCascio Mr. Russo  
Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.  
Resolutions 13,14,15 carried 6-0.



ITEMS FOR DISCUSSION

OLD BUSINESS

Mrs. Scanlon reminded Board Members that the deadline for completing the Superintendent’s evaluation on-line is March 15.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Barone and seconded by Mr. Carbone that the Board enter into private session for the purpose of discussing the upcoming negotiations with the Long Hill Education Association and a personnel matter.

PRIVATE  
SESSION

Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting. Action on the personnel matter is anticipated this evening. It is anticipated that the private session will last no more than one hour. Motion carried 6-0. Into private session at 8:44 p.m.

It was moved by Mr. Russo and seconded by Ms. Barone that the Board return to public session. Motion carried 6-0. Into public session at 9:15 p.m.

PUBLIC  
SESSION

16. It was moved by Mr. Russo and seconded by Mr. Carbone that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve that the employment and adjustment salary increment of Maryann Infantini are hereby withheld for the 2012-2013 contract year. The Superintendent shall notify the employee of this action and reason therefore within 10 days.

INCREMENT  
WITHHELD

ROLL CALL VOTE on resolution #16:

YES: Ms. Barone Mr. LoCascio Mr. Russo  
Mr. Carbone Mr. Meringolo Mrs. Scanlon

NO: None.  
Resolution #16 carried 6-0.

It was moved by Mr. Meringolo and seconded by Mr. Carbone that the meeting adjourn. Motion carried 6-0. Meeting adjourned at 9:17 p.m.

ADJOURNMENT

FUTURE MEETING DATES

March 26, 2012 – Regular Meeting and Public Hearing on the 2012-13 Budget –  
Township Administration Building – 7:30 p.m.

April 9, 2012 – Worksession Meeting – Township Administration Building – 7:30 p.m.

April 23, 2012 – Regular Meeting – Township Administration Building – **7:00 p.m.**

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

René Rovtar, Ed.D.  
Superintendent of Schools

JE:mh