

LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING
MARCH 28, 2011

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, March 28, 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, Mr. Russo, Dr. Verlezza, Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mr. Blinder, Technology Coordinator
Mrs. Franklin, LHEA President
3 township residents

PLEDGE OF ALLEGIANCE: Ms. 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 noted that a parent e-mailed Board Members directly regarding the Horizon Program.

Mrs. Scanlon read a letter from New Jersey School Boards congratulating Long Hill Township Board Members on achieving Master Status in Board training.

Mrs. Scanlon also received an invitation from our attorneys regarding a seminar on OPRA regulations.

BOARD COMMITTEE REPORTS

Finance – Mr. Blocker reported the committee reviewed the bills and found all in order for payment.

Policy – Mr. Carbone reported the resolution has 7 items on for second reading and 2 on for first reading. He also noted that New Jersey School Boards sent information regarding potential changes needed for several Board policies.

SUPERINTENDENT’S UPDATE

Dr. Rovtar reported on the following:

- Attended a presentation of “Honk Jr.” at Central School and found it delightful. Dr. Rovtar said the cast, crew and music teachers did a wonderful job.
- Dr. Rovtar presented the 2011-2012 budget to the Long Hill Township Republican Club
- Dr. Rovtar and Mr. Esposito will be presenting the budget at the Senior Center and also at the Township Committee meeting.
- Dr. Rovtar met with all staff today to review the proposed 2011-2012 budget. She also distributed recognition pins to all staff members for their years of service to the district.

BOARD SECRETARY’S UPDATE

Mr. Esposito reported on the following:

- Reminded Board Members to turn in their financial disclosure forms ASAP.
- Will review the MEIG consortium at the next meeting.

Mr. Blocker provided an overview of the district’s financial position and the budget development process.

PUBLIC HEARING ON THE 2011-2012 BUDGET

Dr. Rovtar and Mr. Esposito then gave the budget presentation. Following that, the Board asked the administrators questions on the budget data.

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.

MR. GIANAKIS said the budget looks good and cannot understand anyone voting “no”.

MR. HANSON asked about a PC tech, special education, enrollment growth, and other costs driving the budget costs.

MR. GIANAKIS asked if other districts will send students to our STAR program. Dr. Rovtar responded.

ADOPTION OF THE 2011-2012 BUDGET

It was moved by Mrs. Barone and seconded by Mr. Carbone that the Long Hill Township Board of Education amend the following resolution to read “The Board of Education requests that **\$67,889** be applied as banked cap for future use.”

ROLL CALL VOTE ON AMENDMENT TO BUDGET RESOLUTION:

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

NO: None.
Amendment to budget resolution carried 9-0.

It was moved by Mr. Russo and seconded by Mr. Carbone that upon the recommendation of the Superintendent and the Business Administrator, the Long Hill Township Board of Education, in the County of Morris, New Jersey approves the 2011-2012 school district budget for submission to the voters as follows:

General Fund	\$14,613,607.00
Special Revenue Fund	\$ 334,021.00
Debt Service Fund	\$ 1,179,668.00

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$13,873,821 and for the Debt Service Fund \$1,179,668 for the ensuing School Year (2011-2012): and

BE IT FURTHER RESOLVED, that the 2011-2012 budget reflects a deposit in the amount of \$115,165 into the district’s capital reserve account; and

BE IT FURTHER RESOLVED, that the Board of Education approves the following capital projects for the 2011-2012 school year:

State assessment on prior referendum projects \$24,177

WHEREAS, school district policy and N.J.A.C. 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2011-2012 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2010-2011 school year was \$25,000; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$13,909 as of March 1, 2011;

NOW, THEREFORE, BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2011-2012 school year at the sum of \$30,000.00; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Legal	\$ 40,000.00
Accounting	\$ 20,000.00
Election	\$ 6,000.00
Extraordinary Services	\$ 25,000.00
Professional Development	\$ 5,000.00

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

WHEREAS, the Long Hill Township School District Board of Education establishes maximums for professional development in the areas listed above at a level of 120% of the amount listed for the 2011-2012 school year.

The budget reflects no use of adjustments to the tax levy limit in 2011-2012, even though the district qualified for an adjustment of \$67,889 which represents \$62,061 in health care costs and \$5,828.00 in unused tax levy below the 2% cap. The Board of Education requests that \$67,889 be applied as banked cap for future use.

NOW, THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, adopt the 2011-2012 Annual School District Budget (copy on file in the Board Office) as set forth in the amount of:

General Fund	\$14,613,607
Special Revenue Fund	\$ 334,021
Debt Service Fund	<u>\$ 1,179,668</u>
Total Base Budget	\$16,127,296

BE IT FURTHER RESOLVED that these figures result in the following amount to be raised by tax levy:

General Fund	\$13,873,821
Debt Service Fund	<u>\$ 1,179,668</u>
Total Tax Levy	\$15,053,489

ROLL CALL VOTE on 2011-2012 budget:

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

NO: None.

2011-2012 budget resolution carried 9-0.

COMMENTS FROM THE PUBLIC

MRS. FRANKLIN stated that Beatlemania is coming up on May 6, 2011 and encouraged people to see the show.

MRS. FRANKLIN also commented on resolution #7 regarding Ms. Campbell and Dr. Rovtar responded.

MR. HANSEN asked about the Horizon Program resolution #8. He is in favor of keeping it the way it is.

MR. GIANAKIS asked what changes are being made to the Horizons Program and Mrs. Scanlon responded. He offered the assistance of FORCE in providing classes for Long Hill Township Students.

MRS. FRANKLIN reiterated her concern regarding resolution #7.

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Dr. Verlezza 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

March 14, 2011 – Worksession – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.

Mr. Blocker abstained on resolution #1.

Resolution #1 carried 8-0-1.

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 and 3.

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 February 15 and 27, 2011 and the List of Bills for March 2, 16, and 28, 2011 (attached):

APPROVAL OF
BILLS LIST

Payroll for February 15, 2011

Fund 10	\$ 22,302.12
Current Expense-Fund 11	\$364,627.80
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$386,929.92

Payroll for February 27, 2011

Fund 10	\$ 22,293.39
Current Expense-Fund 11	\$354,435.54
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$376,728.93

Bills List for March 2, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$121,806.01
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$121,806.01

Bills List for March 16, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$165,366.47
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$165,366.47

Bills List for March 28, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$340,709.87
Capital Outlay-Fund 12	\$ 3,570.00
Special Revenue Fund-Fund 20	\$ 27,285.71
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$371,565.58

ROLL CALL VOTE on resolution #2:

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

NO: None.

Mrs. Nyquist abstained on resolution #2.

Resolution #2 carried 8-0-1.

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

ROLL CALL VOTE on resolution #3:

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

NO: None.

Resolution #3 carried 9-0.

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 4,5,6,7.

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.

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 a contract for Itinerant Teacher services with Summit Speech School, beginning the week of March 21, 2011 – June 24, 2011. The services are provided at the rate of \$145.00 per hour. Services are requested for student #6397860680, 2 x 60 minutes per week, as per student’s IEP. Services cost not to exceed \$3,770.00.

APPROVAL OF
CONTRACT WITH
SUMMIT SPEECH
SCHOOL

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a maternity leave for Lori Jones, Principal of Gillette School/Director of Curriculum, from September 16, 2011 through December 18, 2011.

APPROVAL OF
MATERNITY
LEAVE FOR
L. JONES

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Kristen Segreto, special education teacher at Central Middle School, effective June 30, 2011.

K. SEGRETO
RESIGNATION

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, grant an unpaid family leave of absence for Anne Campbell, Teacher Assistant, for the period April 1, 2011 through June 30, 2011 upon exhaustion of allowable sick days.

FAMILY LEAVE
FOR A. CAMPBELL

ROLL CALL VOTE on resolutions 4,5,6,7:

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

NO: None.
Resolutions 4,5,6,7 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 8 and 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.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the revised guidelines and selection criteria for the district's gifted and talented programs (Futures/Horizon/QUEST) for implementation in the 2011-2012 school year.

APPROVAL OF GIFTED AND TALENTED PROGRAMS

ROLL CALL VOTE on resolution #8:

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

NO: Mr. Russo
Mrs. Nyquist abstained on resolution #8.
Resolution #8 carried 7-1-1.

9. 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

April 12, 2011 DARE Trip-5th Grade Strike and Spare Lanes
Trip sponsored by Green Brook, NJ
DARE 119 students/7 teachers

March 15 &16,2012 5th Grade Buehler Challenger and
Cost: \$36.50* Science Center
*Parent paid Paramus, NJ
109 students, 5th grade
teachers, teacher assistants
and nurse

ROLL CALL VOTE on resolution #9:

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

NO: None.
Resolution #9 carried 9-0.

It was moved by Mr. Carbone and seconded by Mr. Blocker 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 and the Policy Committee, adopt the following revised policies on a second reading:

ADOPTION
OF POLICIES

- Policy 5111 Admission of Students
- Policy 5111R Admission of Students-Admin.Reg.
- Policy 5112 Ages of Attendance
- Policy 5131.6 Drugs, Alcohol, Tobacco – Substance Abuse
- Policy 5134 Married/Pregnant Students
- Policy 5145.4 Equal Educational Opportunity
- Policy 5145.11 Questioning and Apprehension

11. 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 5114 Suspension and Expulsion
- Policy 5114R Suspension and Expulsion – Admin.Reg.

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

READOPTION
OF POLICY

- Policy 5144 Student Discipline

ROLL CALL VOTE on resolutions 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 10,11,12 carried 9-0.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

Mrs. Scanlon reminded Board Members about the Superintendent’s evaluation. She stated it must be completed by April 30 by statute, and asked everyone to do it by April 16 as she has to combine it into one submission.

COMMENTS FROM THE PUBLIC

MR. GIANAKIS said FORCE is offering camps this summer and suggested anyone who is interested go to the website for information.

It was moved by Mr. Russo and seconded by Mr. Carbone that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 9:22 p.m.

ADJOURNMENT

FUTURE MEETING DATES

April 11, 2011 – Worksession/Regular Meeting – 7:30 p.m. – Township Administration Building

May 2, 2011 – Reorganization/Regular Meeting – 7:30 p.m. Township Administration Building

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Dr. René Rovtar
Superintendent of Schools

