

LONG HILL TOWNSHIP BOARD OF EDUCATION  
 REORGANIZATION & WORKSESSION  
 MAY 2, 2011

The Long Hill Township Board of Education held the Reorganization Meeting and Worksession on Monday, May 2, 2011 in the Long Hill Township Town Hall.

The meeting was called to order by Mr. John Esposito, Board Secretary/Business Administrator at 7:30 p.m.

PLEDGE OF ALLEGIANCE: Mr. Esposito 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 February 7, 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.

ELECTION RESULTS

Mr. Esposito reviewed the results of the April 27, 2011 election:

There were a total of 928 ballots cast in the annual election held on April 27, 2011.

FOR A THREE YEAR TERM

Candidate	At the Polls	Absentee	Total
Robert Blocker	552		552
Ralph Carbone	591		591
Bruce Meringolo	570		570
Write-Ins	6		6
TOTALS	1719		1719

	At the Polls		Absentee		Total	
	Yes	No	Yes	No	Yes	No
General Fund	541	360			541	360

Mr. Esposito administered the Oath of Office to New Board Members Robert Blocker, Ralph Carbone and Bruce Meringolo.

Mr. Esposito then took a roll call of the new Board of Education.

MEMBERS PRESENT: Mr. Blocker, Ms. Barone, Mr. Carbone, Mr. Meringolo, Mrs. Nyquist, Dr. Rae, Mr. Russo, Dr. Verlezza, Mrs. Scanlon.

MEMBERS ABSENT: None.

ALSO PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mrs. Dawson, Millington School Principal  
Mrs. Jones, Gillette Principal/ Director of Curriculum  
Mrs. Yavelberg, Director of Special Services  
Mrs. Franklin, LHEA President  
3 township residents

Mr. Esposito called for nominations for President of the Board.

Mr. Carbone nominated Mrs. Scanlon for President and Mr. Meringolo seconded the nomination. There were no other nominations for President.

It was moved by Mr. Meringolo and seconded by Mr. Carbone that nominations for President be closed.

Mrs. Scanlon elected President 9-0 by a voice vote.

Mr. Esposito passed the gavel to Mrs. Scanlon.

Mrs. Scanlon called for nominations for Vice President.

Mr. Russo nominated Ms. Barone for Vice President and Mr. Meringolo seconded the nomination. There were no other nominations for Vice President.

It was moved by Mr. Meringolo and seconded by Mr. Carbone that nominations for Vice President be closed.

Ms. Barone elected Vice President 9-0 by a voice vote.

REORGANIZATION AGENDA ITEMS

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 1,2,3,4,5,6.

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.

1. RESOLVED that the Long Hill Township Board of Education will operate in accordance with Robert’s Rules of Order, newly revised 1981, and shall govern all official deliberations of the Board, except when they conflict with any of the established rules under N.J.S.A. 18A and N.J.A.C. Title 6 and Title 6A.

ADOPTION OF  
ROBERT’S RULES  
OF ORDER

2. RESOLVED that the Long Hill Township Board of Education appoint John Esposito as Board Secretary for the period July 1, 2011 through June 30, 2012.

J. ESPOSITO  
APPOINTED  
BD. SECRETARY

3. RESOLVED that the Long Hill Township Board of Education rescind the Qualified Purchasing Agent resolution approved January 24, 2011 and vote on the following:

J. ESPOSITO  
APPOINTED  
PURCHASING  
AGENT

WHEREAS, NJAC 5:34-5.2 details the procedures for increasing the bid threshold and states in part, “A contracting unit with a qualified purchasing agent desiring to take advantage of the supplemental authority of N.J.S.A. 18A:18A-3 and 18A:18A-4.3 shall have its governing body pass a resolution authorizing the amount of a higher bid threshold for the contracting unit, the amount of which shall not exceed the statutory maximum bid threshold...In a contracting unit subject to the Public School Contracts Law, a certified resolution increasing the bid threshold shall be filed with the Director of the Division of Local Government Services in the Department of Community Affairs and shall be accompanied by a copy of the contracting unit’s purchasing agent’s qualified purchasing agent “certification”, and

WHEREAS, P.L. 2009, c. 166 took effect on January 1, 2011 and changes the maximum allowable bid threshold for a qualified purchasing agent to \$36,000, and

WHEREAS, John Esposito possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

WHEREAS, Long Hill Township Board of Education desires to increase its bid and quotation thresholds as provided in N.J.S.A. 18A:18A-3;

NOW THEREFORE BE IT RESOLVED, that the governing body of the Long Hill Township Board of Education, in the County of Morris, in the State of New Jersey hereby increases its bid threshold to \$36,000 and its quotation threshold to \$5,400 and

BE IT FURTHER RESOLVED that the governing body hereby appoints John Esposito as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education and

BE IT FURTHER RESOLVED that the Board Secretary is authorized and directed to submit to the Director of the Division of Local Government Services in the Department of Community Affairs a copy of this resolution and a copy of John Esposito's certification.

4. RESOLVED that the Long Hill Township Board of Education approve depositories for checking accounts for payroll, agency, general, improvement authorization, trust funds and milk accounts, and for investment in Certificates of Deposit and Cash Management programs at the following banks or their successors:

APPROVAL OF DEPOSITORIES

- Bank of America
- Bank of New York
- Investors Savings
- MBIA Municipal Investors Service Corporation
- Millington Savings Bank
- PNC Bank
- T.D. Bank, N.A.

5. RESOLVED that the Long Hill Township Board of Education authorize the following officials to sign all checks on the General Account: President or Vice President, Board Secretary/Business Administrator and the Superintendent.

AUTHORIZATION TO SIGN CHECKS

6. RESOLVED that the Long Hill Township Board of Education acknowledges the following official tax shelter annuity companies:

APPROVAL OF TAX SHELTERS

AXA/Equitable  
Valic

Prudential  
Lincoln Investment

ROLL CALL VOTE on resolutions 1,2,3,4,5,6:

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

NO: None.  
Resolutions 1,2,3,4,5,6 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 7,8,9.

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.

7. RESOLVED that the Long Hill Township Board of Education designate the Courier News, the Star Ledger, the Daily Record and the Echoes Sentinel as the official newspapers of the Board.

APPROVAL OF NEWSPAPERS

8. RESOLVED that the Long Hill Township Board of Education approve all existing Board Policies, (newly revised and existing), By-Laws and Administrative Guidelines of the Long Hill Township Board of Education for fiscal year 2011-2012.

APPROVAL OF POLICIES

9. RESOLVED that the Long Hill Township Board of Education adopt and agree to abide by the New Jersey School Boards Association Board Member Code of Ethics as set forth below:

ADOPTION OF  
CODE OF ETHICS

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policymaking, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.

10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

ROLL CALL VOTE on resolutions 7,8,9:

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

NO: None.

Resolutions 7,8,9 carried 9-0.

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 10,11,12,13,14,15.

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.

10. RESOLVED that the Long Hill Township Board of Education participate in the Special School Milk Program as set forth by the Department of Education of the State of New Jersey for the 2011-2012 school year, and that the Board Secretary/Business Administrator is hereby authorized to execute the agreement.

APPROVAL OF MILK PROGRAM

11. RESOLVED that the Long Hill Township Board of Education adopt the Schedule of Meetings, and that it be incorporated into the official record (attached).

APPROVAL OF MEETING SCHEDULE

12. RESOLVED that the Long Hill Township Board of Education appoint John Esposito as the Safety and Health Designee in accordance with N.J.A.C. 6:53-2.2(b).

J. ESPOSITO APPOINTED SAFETY AND HEALTH DESIGNEE

13. RESOLVED that the Long Hill Township Board of Education appoint William Colantano, Jr. as auditor for the 2011-2012 school year at an annual fee not to exceed \$18,500.

APPOINTMENT OF AUDITOR

14. RESOLVED that the Long Hill Township Board of Education appoint Schwartz, Simon, Edelstein, Celso and Kessler as board attorneys for the 2011-2012 school year at a fee of \$164.00 per hour. Work performed by law clerks and paralegals will be billed at \$100.00 per hour.

APPOINTMENT OF ATTORNEY

15. RESOLVED that the Long Hill Township Board of Education appoint Dr. Robert A. Panza as School Physician for the 2011-2012 school year at a stipend of \$4,500.

APPOINTMENT OF PHYSICIAN

ROLL CALL VOTE on resolutions 10,11,12,13,14,15:

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

NO: None.  
Resolutions 10, 11,12,13,14,15 carried 9-0.

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 16,17,18,19,20,21,22,23,24.

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.

16. RESOLVED that the Long Hill Township Board of Education appoint the Superintendent of Schools as Attendance Officer for the 2011-2012 school year.

SUPT. APPOINTED ATTENDANCE OFFICER

17. RESOLVED that the Long Hill Township Board of Education appoint Willis of New Jersey as property/liability insurance agent of record for the 2011-2012 school year.

APPOINTMENT OF INS. AGENT

18. RESOLVED that the Long Hill Township Board of Education re-appoint Willis of New Jersey, Inc. as Health Benefits Consultant for the 2011-2012 school year at a fee of \$15,000, representing no increase from the previous two years.

APPOINTMENT OF HEALTH BENEFITS CONSULTANT

19. RESOLVED that the Long Hill Township Board of Education appoint Dr. René Rovtar as Acting Board Secretary for emergency purposes or in the absence of the Business Administrator/Board Secretary.

DR. ROVTAR  
APPOINTED  
ACTING BD.SEC.

20. RESOLVED that the Long Hill Township Board of Education appoint John Esposito, Business Administrator/ Board Secretary, as Investment Officer for the 2011-2012 school year.

J. ESPOSITO  
APPOINTED  
INVESTMENT  
OFFICER

21. RESOLVED that the Long Hill Township Board of Education approve the following Petty Cash Accounts and their custodians for the 2011-2012 school year:

APPROVAL OF  
PETTY CASH  
ACCOUNTS

Superintendent's Office	René Rovtar	\$100.00
Central School	George Villar	\$100.00
Millington School	Jennifer Dawson	\$100.00
Gillette School	Lori Jones	\$100.00
Special Services	Fraida Yavelberg	\$100.00
Board Office	John Esposito	\$100.00
Business Office	John Esposito	\$1,000.00
Technology	Alex Blinder	\$100.00

22. RESOLVED that the Long Hill Township Board of Education appoint John Esposito as the District's Affirmative Action Officer for the 2011-2012 school year.

J. ESPOSITO  
APPOINTED  
AFFIRMATIVE  
ACTION OFFICER

23. RESOLVED that the Long Hill Township Board of Education appoint Dr. René Rovtar as the District's Affirmative Action Compliance Officer for the 2011-2012 school year.

DR. ROVTAR  
APPOINTED  
COMPLIANCE  
OFFICER

24. RESOLVED that the Long Hill Township Board of Education appoint Fraida Yavelberg as the District's 504 Officer for the 2011-2012 school year.

F. YAVELBERG  
APPOINTED  
504 OFFICER

ROLL CALL VOTE on resolutions 16,17,18,19,20,21, 22,23,24:

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

NO: None.

Resolutions 16,17,18,19,20,21,22,23,24 carried 9-0.

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 25,26,27,28,29.

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.

25. RESOLVED that the Long Hill Township Board of Education appoint John Esposito as the District's Custodian of Records for the 2011-2012 school year.

J. ESPOSITO  
APPOINTED  
CUSTODIAN  
OF RECORDS

26. RESOLVED that the Long Hill Township Board of Education approve the Educational Services Commission of Morris County for the provision of: Child Study Team, Occupational Therapy and Speech Instruction services for non-public students for the 2011-2012 school year.

APPROVAL OF  
MCESC FOR  
NONPUBLIC  
SERVICES

27. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and Business Administrator, approve the list of companies and agencies (as attached) as Board of Education contractors of record and service providers for the 2011-2012 school year.

APPROVAL OF  
CONTRACTORS  
OF RECORD

28. RESOLVED that the Long Hill Township Board of Education renew its agreement with the American Red Cross for the emergency use of facilities and grounds for the 2011-2012 school year. This agreement will remain in effect until cancelled by either the Summit Red Cross or the Board of Education. A copy of the agreement is on file in the Board Office.

RENEWAL OF  
RED CROSS  
AGREEMENT

29. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of John Esposito as Integrated Pest Management Coordinator for the 2011-2012 school year as per policy 3510.

J. ESPOSITO  
APPOINTED  
PEST MGT.  
COORDINATOR

ROLL CALL VOTE on resolutions 25,26,27,28,29:

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

NO: None.

Resolutions 25,26,27,28,29 carried 9-0.

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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 30,31,32.

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.

30. RESOLVED that the Long Hill Township Board of Education adopt the current Curriculum Guides for the 2011-2012 school year as per the attached list.

ADOPTION OF CURRICULUM GUIDES

31. RESOLVED that the Long Hill Township Board of Education adopt the Five-Year Schedule for Program Evaluation and Applicable Curriculum Development for the 2011-2012 school year as attached.

ADOPTION OF 5 YEAR CURRIC. SCHEDULE

32. RESOLVED that the Long Hill Township Board of Education adopt the Textbooks in Use List for the 2011-2012 school year as attached.

ADOPTION OF TEXTBOOKS LIST

ROLL CALL VOTE on resolutions 30,31,32:

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

NO: None.

Resolutions 30,31,32 carried 9-0.

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## STANDING COMMITTEES

Mrs. Scanlon asked Board Members to submit lists of their preferences and which committees they would like to chair. She will have a list ready for the next Board meeting.

## WORKSESSION MEETING

COMMUNICATIONS: None.

## BOARD COMMITTEE REPORTS

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

Cost Containment Committee – Dr. Rae reported he would like to meet with our sister sending districts this month. Board Members and Administrators from each school would attend to discuss shared service possibilities.

Dr. Rae also talked about the Township Planning Committee meeting held last week. One topic discussed there was the development of the 75 acre property on Valley Road. The company was proposing retail space and about 110 residential units. If this occurs, more children may enter the system. There would also be the potential for increased tax revenues from the project.

Discussion ensued regarding the Board of Education's role in the planning process. Mrs. Scanlon noted that the Board should be looking at how any project would affect educating students in Long Hill Township. She suggested that the Administration look at the Facilities Study from last year to see the maximum number of students the district could absorb. We need to determine the impact on enrollment and the associated financial costs of educating those students.

Policy – Mr. Carbone reported the committee will meet on May 9 in the Board Office.

## SUPERINTENDENT'S UPDATE

Dr. Rovtar thanked the community for supporting the budget, and Board Members for being out encouraging residents to vote. She also thanked Mr. Esposito for his behind the scenes work on developing and submitting the budget. Dr. Rovtar encouraged more parents to get out and be involved in the voting process.

The LHEA is presenting Beatlemania this Friday and tickets are still available.

### STAR Program Overview

Mrs. Yavelberg talked about the curriculum and noted that she saw this as addressing a real need in the district as we didn't have anything for students needing help at the middle school level.

Mrs. Yavelberg and the consultants developed STAR (skills, technology, academics and readiness). She said that we may start with a few children, but she is sure that many students in the future will be entering the program. The life skills and use of technology will attract many students. Dr. Yavelberg would like to have a ribbon cutting ceremony for Board Members once the rooms are fully completed.

Mrs. Yavelberg described some of the specific activities that the children would be participating in, such as a sublimation machine to create name plates and signs. There will be an office skills component, a culinary arts component and a retail component in addition to regular academics. An important part of the program is the inclusion of short field trips during the day. The children will visit various businesses in town and be asked to complete "life skills" activities.

Dr. Rovtar and Mrs. Yavelberg recently visited each of the sending districts, and she stated that no one else has a class similar to this. She expects out of district students to pay tuition to be able to come to our school. But the primary reason behind the program is to retain Long Hill Township students in district and help them develop skills in order to succeed.

The Board asked Mrs. Yavelberg questions about the program, such as: how many children can be in the class; when it will be ready; and how much it has cost to put together.

### ADMINISTRATORS UPDATE

#### Gillette School

Dr. Jones reported on the following:

- PTO is doing a teacher appreciation luncheon tomorrow.
- Kindergarten Workshop will be held on May 4 and May 9.
- Cub Scouts will be planting 75 flowers in front of Gillette School to honor the 75<sup>th</sup> anniversary.
- Field Day is May 13 with a Survivor Theme.
- Beach Day is May 20
- Dr. Jones' monthly parent newsletter and the Gillette calendar will be posted tomorrow.

Curriculum Report

- May 9 is the next Curriculum Monday for the faculty.
- Revisions to the science curriculum to align with the 2009 New Jersey standards have been finished and will put them into place by the end of this month.
- Is working on technology standards to put into place by September.
- Dr. Verlezza and Dr. Jones are working on scheduling a meeting of the Curriculum Committee to review the social studies textbooks before the recommendation for adoption goes to the full Board.
- Dr. Jones is putting together a staff interest survey for professional development next year that will be circulated the end of May.

Millington School

Mrs. Dawson reported on the following:

- NJASK testing for grades 3 through 5 will take place next week.
- Monday and Tuesday are Language Arts Literacy for grades 3-5.
- Wednesday and Thursday are Math for grades 3-5.
- Friday is Science for grade 4 only.
- Make-up testing will begin Friday and go into the following week for any student who missed testing.
- The Shade Tree Commission gave tree saplings to all 3<sup>rd</sup> grade students.
- Environmental Day for 2<sup>nd</sup> graders and trip to the Great Swamp.
- The Raptor Trust came today for the owl program.
- Investors Savings Bank is coming to Millington School on Thursday to talk to 2<sup>nd</sup> graders about the importance of saving money.
- May 24 is the 5<sup>th</sup> grade Character Education Day.
- On May 26 the 4<sup>th</sup> grade will go to the Bronx Zoo and 6<sup>th</sup> grade will have Colonial Day.
- 4<sup>th</sup> grade science fair is scheduled for June 2.
- Field Day is scheduled for June 10.

Central School

Because Mr. Villar was attending the awards ceremony for the “What Prejudice Means to Me” contest, Dr. Rovtar gave the following Central School report:

- Congratulations to Kayla Hobbs, David Kim, Julia Minaian and Susan Wong for their recognition in the “What Prejudice Means to Me” contest.
- Congratulations to Marlene Blajsa who has been selected as the 2011 Morris County Superintendents Leadership Award honoree from Central School.

- Mr. Villar held the Parent/Student meeting to review the Washington DC trip, including itinerary, packing and behavioral expectations. All students and parents are asked to sign the Behavior Contract and return this to Mr. Villar.
- The final All School Dance was held on April 29. Mr. Villar expressed his appreciation to the members of the Booster Club, parent volunteers and Ms. Peros who have done a great job in providing these opportunities throughout the year.

#### BOARD SECRETARY'S UPDATE

Mr. Esposito reported that the current dental increase is estimated at 3.1%. Willis, our insurance broker, has been seeking quotes from other companies for a plan that is equal to or better than ours. They should have them by next week.

The Morris Union Jointure Commission Transportation Steering Committee (of which he is a member) met last week to discuss a variety of issues including the Fee for Transportation formula, which incorporates capital costs, driver and aide salaries and mileage/maintenance costs.

Some of MUJC's statistics for the year include:

- They now own 123 vehicles of various capacities.
- They anticipate having 97 drivers available this year.
- Are buying 6 new mini-vans, but no other buses, for 2011-2012.
- Districts had until May 1 to submit requests for extended year bus service.

#### 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

April 11, 2011 – Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.  
 Mr. Meringolo 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 2,3,4,5,6.

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 List of Bills for April 26, 2011 and May 2, 2011 for payment as follows:

APPROVAL OF  
 BILLS LIST

Bills List for April 26, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 30,590.60
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 30,590.60

Bills List for May 2, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$232,668.02
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 34,597.11
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$267,265.13

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 March 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  
MARCH, 2011

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 March 31, 2011.

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

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

APPROVAL OF  
TRANSFERS

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, enter into an agreement with Energy for America, Inc. to provide professional engineering services as follows: prepare a Contracted Maintenance Plan through the preparation of renewal contracts for trades with significant outside contractor work. EFA will: obtain current prevailing wage range determinations from the state; calculate any necessary contract hourly rate increases; and prepare and distribute renewal contracts to the contractor and owner. The fee for these services is \$150.00 plus \$65.00 for trade. The Board will renew six trades, for a total cost of \$540.00, which will be payable in the 2011-2012 school year. The trades being renewed for the district are:

APPROVAL OF  
ENERGY FOR  
AMERICA, INC.  
AGREEMENT

- Boiler Cleaning and Repair
- Burner Service
- Electrical Repairs
- HVAC Equipment Repairs
- Plumbing Repairs
- Roofing Repairs

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 Dr. Verlezza and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 7,8,9,10.

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 and the Business Administrator, approve an inter local transportation services agreement with the Somerset County Educational Services Commission to participate in coordinated student transportation on an as-needed basis for the 2011-12 school year.

APPROVAL OF  
TRANSPORTATION  
AGREEMENT WITH  
SCESC

WHEREAS, Long Hill Township School District desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

WHEREAS, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 6%, as presented to the Long Hill Township School District as calculated by the billing formula adopted by the SCESC's Board of Education. Said formula shall be based on a route cost divided by home to school mileage of students allocated to each participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the

discretion of the Commission superintendent, late fee charges may be waived for extenuating circumstances.

I. The SCESC will provide the following services:

- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
- b. monthly billing and invoices;
- c. computer print-outs of student lists for all routes coordinated by SCESC;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. constant review and revision of routes;
- f. It is further agreed that the Long Hill Township School District will provide the SCESC with the following:
  1. requests for any additional transportation on approved forms to be provided by the SCESC, completed in full and signed by previously authorized district personnel;
  2. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Long Hill Township School District.

III. Whereas, the SCESC also provides coordinated regional bus maintenance services, safety training, coordinated purchasing, professional development and other related transportation services for an additional fee as a shared services program, the Long Hill Township School District may participate at any time.

IV. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2011 and June 30, 2012.

V. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an Instrument in writing over authorized signature.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following rates for tuition students wishing to attend the Long Hill Township's special education programs, subject to available space and enrollment counts. The costs of any and all additional or related services including but not limited to aides, transportation,

APPROVAL OF  
TUITION RATES

Occupational or Physical Therapy, evaluations, counseling etc., are to be borne by the sending district.

Extended Year KIT Program	\$ 3,000
Extended School Year All Programs with exception of KIT	\$ 2,000
Regular Year	\$30,000

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, cancels an outstanding tuition balance accounts receivable of \$1,250 for student #1846308024 for the 2009-10 SKIP pre-school program.

CANCELLATION OF TUITION

10. 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 7,8,9,10:

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

NO: None.

Resolutions 7,8,9,10 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 11,12,13.

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.

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,

APPROVAL OF TUITION

approve the placements, and payment of tuition, as per student’s IEP for the 2011 Extended School Year Programs. Placements are as follows:

<u>Student#</u>	<u>Placement</u>	<u>Tuition</u>
2839236123	Midland School	\$ 6,890.00
2210260939	Midland School	\$ 6,890.00
9581966316	Early Childhood Learning Center	\$ 4,430.00
3406636382	P.G. Chambers School	\$ 9,245.00
9438898703	Crossroads	\$ 4,880.00
4316075761	Developmental Learning Center	\$13,188.00
7675887735	Banyon School	\$ 3,210.00
2476632418	Montgomery Academy	\$ 5,584.00

12. 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 Morris Union Jointure Commission to provide a one-on-one aide for Student #4316075761, as per student’s IEP. The student requires a one-to-one aide beginning April 25, 2011 through June, 2011. The aide will work with the student at the Developmental Learning Center in Warren. The cost of the Aide is \$13,721.00.

APPROVAL OF AIDE

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 the payment of \$650.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #5399840075 to assist in determining special education classification.

APPROVAL OF EVALUATION

ROLL CALL VOTE on resolutions 11,12,13:

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

NO: None.  
Resolutions 11,12,13 carried 9-0.

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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 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.

14. 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 following summer hours for the Child Study Team and office staff to complete evaluation work and reports as needed:

APPROVAL OF  
SUMMER HOURS

<u>Name</u>	<u>Schedule</u>	<u>Per Diem</u>
Laura Novak, LDTC	not to exceed 2 days	\$443.50
Catherine Tedesco, LDTC	not to exceed 2 days	\$429.50
Sarah Romeo, Social Worker	not to exceed 2 days	\$258.53
Jocelyn Pashko, School Psychologist	not to exceed 2 days	\$272.53
Ann Kisch, secretary*	*secretary time not	\$246.49
Debra J. Tremarco, secretary*	to exceed 10 days combined	\$184.86

15. 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 following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for Summer 2011:

APPROVAL OF  
SUMMER SCHOOL  
STAFF

<u>Name</u>	<u>Position</u>	<u>Salary Not To Exceed</u>
Rebecca Emert	SKIP Teacher	\$4,034.69
Dena Wells	SKIP Teacher Assistant	\$1,536.17
Nancy Dunster	Teacher Assistant	\$1,536.17
Jackie Lorenzo	KIT Teacher	\$3,115.13
Jennifer Hampson	KIT Teacher Assistant	\$2,205.35

Ashley Artega	KIT Teacher Assistant	\$2,180.63
Donna Schmitz	PREP Teacher	\$5,114.79
Noemi Velazquez	PREP Teacher Assistant	\$2,304.25
Karen Riggi	PREP Teacher Assistant	\$2,304.25
Katelyn Osborne Luke	PREP Teacher Assistant	\$2,205.35
Michele Pisciotti	Grade 1 Teacher	\$3,568.00
Martha Newcomb	Grade 2 Teacher	\$5,411.79
Suzanne Aiello	Grade 2 Teacher Assistant	\$2,304.25
Lisa DelGaudio	Grade 3 Teacher Assistant	\$2,205.35
Cara Mullins	Grade 3 Teacher	\$3,115.13
Kathryn Murdoch	Grade 4 Teacher	\$5,776.76
Laurraine Lemond	Grade 4 Teacher Assistant	\$2,304.25
Patrick Golub	Grade 4 Teacher Assistant	\$2,180.63
Cynthia DeMartino	Grade 5 Teacher	\$5,347.18
Lynn Kaplan	Grade 6/7 Teacher	\$5,594.28
Anne Elmowitz	Wilson Reading Coach	\$ 630.00
Julie Hersh	Speech and Language	\$2,725.10
Lauren Winner	Speech and Language	\$ 400.00
Jessica Coletta	Occupational Therapist	\$1,725.21
Aviva Rosenberg	Physical Therapist	\$1,895.72
Marcie Skrobacz	School Nurse	\$3,180.31
Michelle Lawton	Behavioral Consultant(20hrs)	\$2,500.00

16. 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 a paid leave of absence for Anne Campbell, teacher assistant, for the period April 25 through June 13, 2011 with health benefits to be continued through August 30, 2011.

APPROVAL OF  
LEAVE OF  
ABSENCE

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a one year extension to the maternity leave of absence for Rosemary DiCarlo, elementary teacher, for the period September 1, 2011 through June 30, 2012.

APPROVAL OF  
MATERNITY  
LEAVE  
EXTENSION

18. 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 Teacher list for 2010-2011 and 2011-2012 school years:

V. CHIN  
APPOINTED  
TO SUB. LIST

Vitus Chin

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

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

NO: None.

Resolutions 14,15,16,17,18 carried 9-0.

It was moved by Ms. Barone and seconded by Mr. Carbone that the Board go into private session for the purpose of discussing personnel matters with regard to the appointment of staff for the 2011-2012 school year. President Scanlon noted that the private session would last approximately 10 minutes.

PRIVATE  
SESSION

Action on these items is anticipated immediately following the private session. Motion carried 9-0. Into private session at 9:00 p.m.

It was moved by Mr. Meringolo and seconded by Mr. Carbone that the Board return to public session. Motion carried 9-0. Into public session at 9:10 p.m.

PUBLIC  
SESSION

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 19,20,21,22,23.

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.

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the list of Substitute Teachers, Substitute Secretaries, Substitute School Nurses, Substitute Lunch Aides for the 2011-2012 school year as attached.

APPROVAL OF  
SUBSTITUTES

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of administrators for the 2011-2012 school year as attached.

APPROVAL OF  
ADMINISTRATORS

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of tenured and nontenured teachers for the 2011-2012 school year with annual salaries in accordance with the contract between the Long Hill Township Board of Education and the Long Hill Education Association for the period July 1, 2009 through June 30, 2012. (as per attached listing) The following teaching staff members are granted tenure during the 2011-2012 school year:

APPOINTMENT OF TEACHERS

Danielle Junior  
Kimberly Puleo

Jocelyn Pashko  
Affie Siadat

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following transfers for the 2011-2012 school year:

APPROVAL OF STAFF TRANSFERS

Maryann Infantini from Gillette/Millington to  
Millington/Central  
Elisa Burns from Millington to Central

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of support staff – tenured and non-tenured – for the 2011-2012 school year with annual salaries in accordance with the contract between the Long Hill Township Board of Education and the Long Hill Education Association for the period July 1, 2009 through June 30, 2012 as per attached listing.

APPOINTMENT OF SUPPORT STAFF

ROLL CALL VOTE on resolutions 19,20,21,22,23:

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

NO: None.  
Resolutions 19,20,21,22,23 carried 9-0.

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ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

Dr. Rovtar talked about the solar presentation scheduled for the May 23<sup>rd</sup> meeting.

Dr. Rovtar then responded to questions about the baseball fields and how wet they have been. Mr. Esposito stated that the Temco staff has been hard at work in trying to get the fields playable.

Mrs. Scanlon reminded Board Members to let her know which committees they are interested in serving on.

COMMENTS FROM THE PUBLIC: None.

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

ADJOURNMENT

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FUTURE MEETING DATES

May 23, 2011 – Regular Meeting – Township Administration Building – 7:30 p.m.  
June 13, 2011 – Worksession Meeting – Township Administration Building – 7:30 p.m.  
June 27, 2011 – 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