

LONG HILL TOWNSHIP BOARD OF EDUCATION
SPECIAL MEETING
JUNE 18, 2012

The Long Hill Township Board of Education held a Special Meeting on Monday, June 18, 2012 in the Board Office Conference Room in Gillette School. 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. LoCascio, Mr. Meringolo, Miss Nyquist, Dr. Rae, Mr. Russo, Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mrs. Joanne Borin, NJ School Boards Representative

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 April 30, 2012. 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

Mrs. Scanlon circulated correspondence that she received from New Jersey School Boards Association.

BOARD COMMITTEE REPORTS: None.

SUPERINTENDENT'S UPDATE

Dr. Rovtar noted that school will be ending on Wednesday and invited all Board Members to attend graduation at Central School at 7:00 p.m.

BOARD SECRETARY'S UPDATE

Mr. Esposito stated the Board must schedule a special meeting to award the contracts for the Gillette roof project and the Central School gym lighting project. A special meeting will be held on Friday, June 29, 2012 at 7:00 A. M. This will allow the contracts to be awarded and the projects can commence in July.

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.

BOARD SELF-EVALUATION AND GOAL SETTING

Facilitated by Joanne Borin of the New Jersey School Boards Association

Mrs. Borin reviewed the results of the annual Board self-evaluation and reported the Board scored very high in all of the areas. Board Member comments were noted.

Mrs. Borin then conducted goal setting for 2012-2013:

District Goals:

1. Implementation of Common Core Curriculum in mathematics in K-5 in 2012-2013 and development of math curriculum in grades 6-8 for 2013-2014.
2. Pass the New Jersey Department of Education QSAC monitoring in 2012-2013.
3. Develop and implement new teacher evaluation system.
4. Develop 5 year facility plan with regard to HVAC systems.

Board Goals

1. Ensure that the Board maintains its status as a high functioning board.
Selecting new Board Member
Assimilate new Board Member
Training
Evaluations
Try to generate interest among the public in serving on the Board.

- 2. Community Relations – build upon community relations efforts that have been successful.

Mrs. Scanlon presented a resolution to Mrs. Borin to recognize her service to the Long Hill Township Board of Education and the New Jersey School Boards Association.

ADMINISTRATIVE RECOMMENDATIONS

It was moved by Mr. Meringolo and seconded by Ms. Barone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 1,2,3,4,5,6,7,8.

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.

1. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an agreement with Parette Somjen Architects (PSA) to provide professional services for the Gillette School Roof Replacement and Central School Gymnasium Lighting Replacement. Under the agreement, PSA will:

APPROVAL OF
AGREEMENT
WITH PARETTE
SOMJEN
ARCHITECTS

- Prepare and submit all required forms to the New Jersey Department of Education; and coordinate all paperwork with the district’s Long Range Facility Plan.
- Create construction and engineering documents based on the approved design.
- Assist the Board with the bidding process, procuring contractors and pre-qualifying bidders
- Perform up to eight on-site observations during construction to monitor the progress of the work and report back to the Board.

More specific information regarding services and reporting to be provided by PSA are detailed in the proposal dated May 25, 2012. The cost of all services for the Gillette Roof Projects is \$20,000. The fee for the Central Lighting Project is \$6,700. Reimbursable expenses (e.g. printing, deliveries, etc.) are excluded and will be billed separately.

2. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the submission of an Application for Dual Use of Educational Space for Room 8 at Gillette School which is being used as the Basic Skills/ESL classroom. Approval for dual use is requested for the 2012-2013 school year.

APPROVAL OF
DUAL USE
APPLICATION

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew the contract with Bollinger Student Accident Insurance for the 2012-2013 school year. (Note: Parents who choose to purchase student insurance pay the entire premium. There is no cost to the Board of Education.)

APPROVAL OF
BOLLINGER
INSURANCE
CONTRACT

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, enter into the following agreement with the Board of Education of the Township of Pittsgrove for the 2012-2013 school year:

APPROVAL OF
PITTS GROVE
PAPER CONTRACT

- A. N.J.S.A. 18A:18A-11 authorizes joint purchasing by educational districts.
- B. Pittsgrove purchases paper, materials, and supplies on a regular basis.
- C. Long Hill School District wishes to join with Pittsgrove to purchase paper, materials, and supplies.

NOW THEREFORE, in consideration of the premises and the covenants hereinafter set forth, the parties agree as follows:

- 1. Pittsgrove and the Long Hill School District shall from time to time purchase paper, materials, and supplies.
- 2. Pittsgrove will be responsible for preparing the quotes, specifications, and bid documents and supervising the receiving of bids/quotes.
- 3. The bids/quotes will be in the name of Pittsgrove.
- 4. Pittsgrove will have the right to accept or reject any bids/quotes as to items where it is the sole purchaser or where it is a joint purchaser with the Long Hill School District.
- 5. The Long Hill School District shall have the right to accept or reject any items where it is the sole purchaser of an item.
- 6. The Long Hill School District shall pay Pittsgrove directly for those items (or portions thereof) which they purchase.

5. On June 1, 2012, the Long Hill Township Board of Education received proposals for the performance of an energy audit in all three school buildings. Below is a summary of the proposals received:

CONTRACT
AWARDED FOR
ENERGY AUDIT

CDM Smith	\$24,925.00
Steven Winter Associates	\$18,547.00
CHA	\$15,575.00
Concord Engineering	\$15,299.00

Based upon the review of the proposals by the Superintendent, Business Administrator and TRC, the management firm for the New Jersey Board of Public Utilities Clean Energy Program, a contract shall be awarded to the low bidder, Concord Engineering.

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, award a contract in the amount of \$15,299.00 for the performance of an energy audit for the Long Hill Township School District to Concord Engineering.

6. On June 3, 2012, the Long Hill Township Board of Education received proposals for the provision of a Teacher Observation and Evaluation System. Below is a summary of the proposals received:

CONTRACT
AWARDED FOR
TEACHER
EVALUATION
SYSTEM

Teachscape	\$142,903.00
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Based upon the review of the proposals by the Superintendent and Business Administrator, a contract shall be awarded to the low bidder, Teachscape.

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, award a contract in the amount of \$142,903.00 for the provision of a Teacher Observation and Evaluation System for the consortium of districts comprised of Green Brook, Long Hill Township, Warren Township, Watchung Borough and Watchung Hills Regional High School to Teachscape, Inc. It is noted that if EE4NJ grant funding is not received, the cost of this contract shall be shared between the five districts named above.

7. 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 trip listed below:

APPROVAL OF FIELD TRIP

June 18, 2012 – Sixth Grade Band Students – Berkeley Heights Nursing Home, Berkeley Heights, NJ – 10:00 to 11:30 a.m. – 35 students, 1 teacher and 5 parent chaperones – Bus paid by music fundraiser.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a payment to Marcie Skrobacz in the amount of \$413.19 for nursing services provided in conjunction with the music trip on June 1, 2012.

APPROVAL OF PAYMENT TO M. SKROBACZ

ROLL CALL VOTE on resolutions 1,2,3,4,5,6,7,8:

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

NO: None.
Mr. Locascio abstained on resolutions 1,2,3,4,5,6,7,8.
Resolutions 1,2,3,4,5,6,7,8, carried 8-0-1.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Meringolo and seconded by Ms. Barone that the meeting adjourn. Motion carried 9-0.
Meeting adjourned at 8:55 p.m.

ADJOURNMENT

FUTURE MEETING DATES

June 25, 2012 – Regular Meeting – Township Municipal Building – 7:30 p.m.

July 16, 2012 – Worksession/Regular Meeting – Township Municipal Building. –
7:30 p.m.

August 20, 2012 – Worksession/Regular Meeting – Township Municipal Building –
7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

JE:mh