

LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING
JUNE 25, 2012

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, June 25, 2012 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. LoCascio, Miss Nyquist, Dr. Rae, Mr. Russo, Mrs. Scanlon.

MEMBERS ABSENT: Mr. Meringolo.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mrs. Franklin, LHEA President
2 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 and the Daily Record on February 28, 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 read a letter from Mr. Carbone indicating he is resigning from the Board of Education as of today. He wished everyone well and stated he is going into retirement.

BOARD COMMITTEE REPORTS

Finance – Mr. Carbone reported the committee reviewed the bills and all is in order for payment.

Policy – Mr. Carbone noted the policies on the agenda tonight are job descriptions in the district.

Negotiations – Mr. Russo recommended approving the resolution regarding the LHEA contract.

SUPERINTENDENT’S UPDATE

Dr. Rovtar reported on the following topics:

- The Superintendent congratulated the 8th grade graduates; she also thanked the administrators, teachers and staff members for their dedication and hard work this year.
- This evening the Board will accept the resignation of Lorraine Elg who is retiring after 41 years of service to the district.
- Dr. Rovtar thanked the LHEA for their cooperative spirit in developing a new contract.
- Dr. Rovtar presented the semiannual report on Harassment, Intimidation and Bullying, saying for the period July 1 through December 31, 2011 there were 2 HIB investigations and 2 confirmed HIB incidents. For the period January 1, through June 30, 2012 there were 6 HIB investigations and 4 confirmed HIB incidents. Dr. Rovtar thanked the district counselors and Dr. Jones for their work on these incidents.

BUSINESS ADMINISTRATOR UPDATE

Mr. Esposito indicated that his office has been busy with the closeout of the 2011-2012 fiscal year and preparing for the start-up of the 2012-2013 fiscal year. Subscription busing forms continue to come in.

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.

MRS. FRANKLIN thanked the Board for working with the Association in negotiating the new contract. The Association is pleased that a new contract will be in place for September. She also thanked Mr. Carbone for his service on the Board, saying it has been a pleasure to have him as a Board Member.

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

June 11, 2012 – Worksession – Public & Private Sessions
June 18, 2012 – Special Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.
Resolution #1 carried 8-0.

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 2,3,4,5,6.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

2. RESOLVED that the Long Hill Township Board of Education approve the payrolls for June 15 and 20, 2012 and the List of Bills for June 25, 2012 for payment as follows (as attached):

APPROVAL OF BILLS LIST

Payroll for June 15, 2012

Fund 10	\$ 22,781.45
Current Expense-Fund 11	\$424,136.85
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$446,918.30

Payroll for June 20, 2012

Fund 10	\$ 22,720.40
Current Expense-Fund 11	\$470,235.80
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$492,956.20

Bills for June 20, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$162,767.41
Capital Outlay-Fund 12	\$ 7,586.80
Special Revenue Fund-Fund 20	\$ 8,935.83
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$179,290.04

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

APPROVAL OF TRANSFERS

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13(E), certifies that as of May 31, 2012 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 MAY, 2012

5. 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 May, 2012.

APPROVAL OF BD. SEC. & TREAS. REPORT, MAY 2012

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a one-year contract extension with Temco Building Maintenance, Inc. to provide custodial, maintenance and grounds services to the district.

APPROVAL OF CONTRACT WITH TEMCO

(As per article III, section 2.1 of the current contract, the Board extended the original agreement on July 1, 2011 for a two year period.) The contract price for the period July 1, 2012 through June 30, 2013 will be \$745,858, a 1.65% increase over the current year.

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

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

NO: None.
Resolutions 2,3,4,5,6 carried 8-0.

7. It was moved by Ms. Barone and seconded by Mr. Carbone that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve Occupational Therapy services for student #2476632418, as per student's IEP. Ms. Dawn Odell, O.T. will provide one 30 minute session of O.T. per week at the student's out-of-district school placement for the 2012-2013 school year. The cost is \$80.00 per session.

APPROVAL OF
O.T. SERVICES

ROLL CALL VOTE on resolution #7:

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

NO: None.
Resolution #7 carried 8-0.

8. It was moved by Dr. Rae and seconded by Mr. Carbone that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, ratify the Agreement between the Long Hill Township Board of Education and the Long Hill Township Education Association for the period July 1, 2012 through June 30, 2015.

APPROVAL OF
LHEA CONTRACT

ROLL CALL VOTE on resolution #8:

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

NO: None.
 Resolution #8 carried 8-0.

It was moved by Miss Nyquist and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 9,10,11,12,13,14.

Any Board Member who takes exception to any of the following actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Lorraine Elg, with regret, effective July 1, 2012 after 41 years of service to the Long Hill Township School District.

L. ELG
 RESIGNATION

Mrs. Scanlon thanked Mrs. Elg for her many years of teaching Long Hill Township children and wished her well in retirement.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the salaries for Central Office personnel for the 2012-2013 school year (as attached).

APPROVAL OF
 SALARIES

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 person to the Substitute list for the 2012-2013 school year:

M. KALES
 APPOINTED TO
 SUB. LIST

Marion Kales

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Consultant/Director of Special Services, approve Mrs. Kaye to provide Speech/ Language services 5 hours per week for the 4 week 2012 ESY program, as per students' IEPs. Mrs. Kaye will provide services at her per diem rate for the 2012/2013 school year.

M. KAYE TO PROVIDE SPEECH/ LANGUAGE SERVICES

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Lisa Sanfilippo to the position of maternity leave District Counselor for the 2012-2013 school year at the Step 1 BA salary of \$48,220.00.

L. SANFILIPPO APPOINTED MATERNITY LEAVE REPLACEMENT

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve maternity leave for Yalin Sima, teacher assistant at Gillette School for the period November 12, 2012 through March 27, 2013 as follows:

APPROVAL OF MATERNITY LEAVE FOR Y. SIMA

November 12, 2012 – January 1, 2013 - Paid maternity leave utilizing accumulated sick days

January 2, 2013 – March 27, 2013 – NJ Family Leave for childcare (unpaid)

ROLL CALL VOTE on resolutions 9,10,11,12,13,14:

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

NO: None.

Resolutions 9,10,11,12,13,14 carried 8-0.

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 15,16,17,18,19,20,21.

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.

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Cara Mullins, teacher assistant at Gillette School, effective August 31, 2012.

C. MULLINS
RESIGNATION

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Sharon Buckle to the position of part time (.43) teacher assistant at Gillette School for the 2012-2013 school year at the Step 1 salary of \$31,343 prorated.

S. BUCKLE
APPOINTED
TEACHER
ASSISTANT

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Angela Barth to the position of science teacher at Central School for the 2012-2013 school year at the Step 9 BA salary of \$63,825.00.

A. BARTH
APPOINTED
SCIENCE
TEACHER

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the carryover of five (5) unused vacation days to the 2012-2013 school year for Alex blinder, Technology Coordinator, in accordance with the terms of his contract.

APPROVAL OF
CARRY OVER
VACATION DAYS

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Technology Coordinator, approve the following personnel to serve as Technology Contracted Service Providers as indicated below:

APPROVAL OF
TECHNOLOGY
PERSONNEL

Danielle Schepis - \$25.00 per hour effective from 7/1/12 to 8/31/12
Jennifer Scardelli - \$25.00 per hour effective from 7/1/12 to 8/31/12
Mike Cortese - \$18.00 per hour effective from 7/1/12 to 8/31/12
Anna Bethlahmy - \$15.00 per hour effective from 7/1/12 to 8/31/12

Start date is contingent upon successful completion of the Criminal History Review process. Total payment for all Technology Contracted Service Providers shall not exceed \$12,000.

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, revise the approval of the following summer hours for the Child Study Team and office staff to complete evaluation work and reports as needed, based on the 2012-2013 LHEA salary guides.

APPROVAL OF
SP. SERVICES
SUMMER HOURS

<u>Name</u>	<u>Schedule</u>	<u>Per Diem</u>
Laura Novak, LDTC	not to exceed 2 days	\$447.00
Catherine Tedesco, LDTC	not to exceed 2 days	\$433.00
Sarah Romeo, Social Worker	not to exceed 2 days	\$263.10
Jocelyn Merritt, Psychologist	not to exceed 2 days	\$277.10
Ann Kisch, secretary*	*secretary time not to	\$250.62
Debra J. Tremarco, secretary*	exceed 10 days combined	\$250.62

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, revise the approval of the following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for the 2011-2012 school year, based on the 2012-2013 LHEA salary guides:

APPROVAL OF
REVISED SUMMER
SALARIES

<u>Name</u>	<u>Position</u>	<u>Salary not to exceed</u>
Rebecca Emert	SKIP Teacher	\$4,066.34
Dena Wells	SKIP Teacher Assistant	\$1,557.42
Laurraine Lemond	SKIP/Grade 4 Teacher Asst.	\$2,336.13
Pamela Kmetz	SKIP/Grade 5 Teacher Asst.	\$1,475.00
Kristie Haag	KIT Teacher	\$3,137.56
Jennifer Hampson	KIT Teacher Assistant	\$2,260.72
Sandra Hulik	KIT Teacher Assistant	\$2,310.17
Lisa DelGaudio	Kindergarten Teacher	\$3,137.56
Michelle Motyczka	Kindergarten Teacher Asst.	\$2,212.51
Donna Schmitz	Grade 1 Teacher	\$5,457.10
Michele Piscioti	Grade 1 Teacher	\$3,647.25
Suzanne Aiello	Grade 1 Teacher Asst.	\$2,336.13
Karen Riggi	Grade 1 Teacher Asst.	\$2,336.13
Noemi Velazquez	Grade 1 Teacher Assistant	\$2,336.13
Martha Newcomb	Grade 2/3 Teacher	\$5,457.10
Deborah Reiss	Grade 2/3 Teacher Asst.	\$2,235.99
Jarrett Manis	Grade 2/3 Teacher Assistant	\$2,218.61
Kathryn Murdoch	Grade 4 Teacher	\$5,822.07

Cynthia Coster	Grade 5 Teacher	\$5,524.37
Lynn Kaplan	Grade 6/7 Teacher	\$5,639.59
Anne Elmowitz	Wilson Reading Coach	\$ 630.00
Julie Hersh	Speech and Language	\$2,747.31
Monique Kaye	Speech and Language	\$1,233.10
Jessica Coletta	Occupational Therapist	\$1,777.97
Aviva Rosenberg	Physical Therapist	\$1,911.17
Marcie Skrobacz	School Nurse/Admin.Asst.	\$3,241.21
Michelle Lawton	Behavior Consultant(20hrs)	\$2,500.00
Shawn Doyle	Substitute Teacher	as needed

ROLL CALL VOTE on resolutions 15,16,17,18,19,20,21:

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

NO: None.

Resolutions 15,16,17,18,19,20,21 carried 8-0.

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 22 and 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.

22. 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 4118.3K JD Job Description – Financial Supervisor
- Policy 4118.3L JD Job Description – Secretary to School Business Administrator-Board Secretary
- Policy 4118.3M JD Job Description – Secretary to the Superintendent

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the Harassment, Intimidation and Bullying report and

ACCEPTANCE OF BULLYING REPORT

affirm the Superintendent's decision for the period ending June 20, 2012.

ROLL CALL VOTE on resolutions 22 and 23:

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

NO: None.

Resolutions 22 and 23 carried 8-0.

24. It was moved by Miss Nyquist and seconded by Ms. Barone that

RESOLUTION
HONORING
MR. CARBONE

WHEREAS, Mr. Ralph Carbone was appointed to the Long Hill Township Board of Education in May, 2007 and elected to the Long Hill Township Board of Education by the voters of Long Hill Township in 2008, and;

WHEREAS, he has served in that position as a Board Member since May, 2007, and;

WHEREAS, during this time he has exercised board leadership by serving as Chairperson of the Curriculum Committee, Policy Committee and Community Relations Committee, and has served on the Finance Committee and as liaison to Watchung Hills Regional High School and All Schools Council and as PTO representative, and;

WHEREAS, he has earned the admiration and respect of his colleagues and the school community, and;

NOW THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education acknowledges this period of public service with thanks and extends its best wishes for continued health and happiness in the future.

ROLL CALL VOTE on resolution #24:

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

NO: None.

Resolution #24 carried 8-0.

25. It was moved by Mr. Blocker and seconded by Ms. Barone that the Long Hill Township Board of Education accept, with regret, the resignation of Board Member Ralph Carbone effective June 25, 2012.

R. CARBONE
RESIGNATION

ROLL CALL VOTE on resolution #25:

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

NO: None.

The Board Members each thanked Mr. Carbone and wished him well in retirement.

Resolution #25 carried 8-0.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

Dr. Rovtar will advertise for a new Board Member to replace Mr. Carbone. Interviews will be scheduled for the July Board meeting.

Mr. Esposito reminded everyone of the 7:00 a.m. special meeting on Friday.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Barone and seconded by Mr. Carbone that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 8:00 p.m.

ADJOURNMENT

FUTURE MEETING DATES

June 29, 2012 – Special Meeting – Board Conference Room – Gillette School – 7:00 a.m.

July 16, 2012 – Worksession/Regular Meeting – Town Hall – 7:30 p.m.

August 20, 2012 – Worksession/Regular Meeting – Town Hall – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

