

LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING
JUNE 27, 2011

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, June 27, 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: Mr. Carbone, Mrs. Nyquist, Mr. Russo, Dr. Verlezza,
Mrs. Scanlon.

MEMBERS ABSENT: Ms. Barone, Mr. Blocker, Mr. Meringolo, Dr. Rae.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mrs. Franklin, LHEA President
1 township resident

PLEDGE OF ALLEGIANCE: Mrs. Scanlon led the Pledge of Allegiance.

ADEQUATE NOTICE OF MEETING:

Adequate notice of this meeting of the Long Hill Township Board of Education was given as required by the Open Public Meetings Act as follows:

Notice was sent to the Courier News, Echoes Sentinel and the Daily Record on May 3, 2011. Notice was posted on the bulletin board in the first floor entrance hall of the School District Administration Building, Gillette, New Jersey. Notices were filed with the Township Clerk; and notices were mailed to all persons who have requested individual notice pursuant to the Open Public Meetings Act.

COMMUNICATIONS: None.

BOARD COMMITTEE REPORTS

Community Relations – Mrs. Nyquist reported that the committee met last Tuesday. They discussed using the website and involving community groups as a way to increase community engagement in the schools. The committee will meet again in 2 weeks.

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

Policy – Mr. Carbone stated there are 2 policies on the agenda for adoption on a second reading.

President’s Report – Mrs. Scanlon reported she was very pleased to attend the 8th grade graduation and to have had the opportunity to present diplomas to all of the graduates.

SUPERINTENDENT’S UPDATE

Dr. Rovtar reported on the following:

- The 8th grade graduation ceremony was very nice and Dr. Rovtar thanked the administrators, faculty and support staff members for their dedication and hard work during the school year.
- Dr. Rovtar encouraged all students to participate in the Virginia Doran Summer Reading Program, which is sponsored by the PTO. Details are on the district website.
- The district received preliminary results on the End of Course Algebra Assessment taken by all Central School students who completed Algebra this year. 89.4% of the students attained proficiency, with nearly 20% being rated as Advanced Proficient. The district does not yet have the individual student score reports on the assessment, but will send them to parents when we receive them. NJASK results are not expected until August.

BOARD SECRETARY’S UPDATE

Mr. Esposito reported he is busy with closing out the fiscal year and generating purchase orders for the purchase of supplies and materials for the 2011-2012 school year.

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. SKROBACZ asked the Board to address the typographical error on the 8th grade diplomas and Dr. Rovtar responded.

MR. SKROBACZ then talked about an issue with busing in the snow last winter when a bus let a student off at a different drop-off stop due to poor road conditions. Dr. Rovtar responded to the issue and explained how the situation had already been addressed with the bus company.

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 13, 2011 – Worksession – Public & Private Sessions

ROLL CALL VOTE on resolution #1:

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
Dr. Verlezza Mrs. Scanlon

NO: None.
Resolution #1 carried 5-0.



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 2,3,4,5.

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 May 13 and 27 and June 15 and 24, 2011 and the List of Bills for June 23 and 27, 2011 (as attached):

APPROVAL OF BILLS LIST

Payroll for May 13, 2011	
Fund 10	\$ 22,442.13
Current Expense-Fund 11	\$366,890.51
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$389,332.64

Payroll for May 27, 2011

Fund 10	\$ 22,474.53
Current Expense-Fund 11	\$357,649.92
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$380,124.45

Payroll for June 15, 2011

Fund 10	\$ 22,474.53
Current Expense-Fund 11	\$371,507.87
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$393,982.40

Payroll for June 24, 2011

Fund 10	\$ 22,755.64
Current Expense-Fund 11	\$405,846.87
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$428,602.51

Bills List for June 23, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 98,250.97
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 17,133.20
Capital Projects-Fund 30	\$ -0-
Debt Services- Fund 40	\$ -0-
Total	\$115,384.17

Bills List for June 27, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 80,362.29
Capital Outlay-Fund 12	\$ 3,149.00
Special Revenue Fund-Fund 20	\$ 4,467.00
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 87,978.29

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 May 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
MAY, 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 May 31, 2011.

APPROVAL OF
BD. SEC. & TREAS.
REPORT, MAY,
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 May 31, 2011.

APPROVAL OF
MAY TRANSFERS

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

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
 Dr. Verlezza Mrs. Scanlon

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

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 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.

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, rescind the May 23, 2011 resolution extending its agreement with Temco Building

APPROVAL OF
TEMCO
CONTRACT

Maintenance, Inc. to provide custodial, maintenance and grounds services to the district; it will be replaced by the following: As per Article III, section 2.1 of the current contract, the Board has the option to renew the agreement for one (1) two (2) year extension at its discretion. The contract price for the period July 1, 2011 through June 30, 2012 will be \$733,751, a 2% increase over the current year. The contract price for the period July 1, 2012 through June 30, 2013 will be \$748,426, a 2% increase over the 2011-12 year.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution:

APPROVAL OF TRANSFER OF SURPLUS

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Long Hill Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Long Hill Township Board of Education has determined that \$100,000 is available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Long Hill Township Board of Education, that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

8. 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 indicted for professional improvement or development as per the attached listing.

APPROVAL OF TRAVEL

ROLL CALL VOTE on resolutions 6,7,8:

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
Dr. Verlezza Mrs. Scanlon

NO: None.
Resolutions 6,7,8 carried 5-0.

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 9,10,11,12.

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

9. 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 provision of home instruction for student #8352235897. Home instruction, up to ten hours per week, will be provided in the student’s home. Home instruction will begin June 13, 2011 and continue until student is able to return to school or the school year. Home instruction will be provided by Elisa Burns at the approved home instruction rate of \$35.30 per hour.

APPROVAL OF HOME INSTRUCTION

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Director of Special Services, accept tuition student #4692160468 from the Livingston Public School District. Student will be placed in the Long Hill Township SKIP ½ day and KIT ½ day Programs for 2011/2012 school year. The cost of tuition will be \$30,000 for the school year with an additional charge of \$50.00 a session for related services provided, as per student’s IEP. An additional charge for a shared ½ day aide will also be billed to Livingston.

ACCEPTANCE OF TUITION

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special

APPROVAL OF ITINERANT SERVICES

Services, approve the contract for Itinerant Teacher services with Summit Speech School for ESY services, two hours per week at the ESY Program at Gillette School during the month of July 2011 for student #6397860680. The services are provided at a rate of \$145.00 per hour. The cost is not to exceed \$1,160.00.

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's behavior specialist to attend a meeting regarding Student #3493945835 to be held at the end of July at Gillette School. The purpose of the meeting is to review the findings of the behavioral assessment that was conducted this school year and develop school based strategies and interventions with the parents, the school districts consulting Board Certified Behavioral Analyst and the educators. Costs not to exceed \$460.00.

APPROVAL OF ATTENDANCE AT MEETING

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

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
Dr. Verlezza Mrs. Scanlon

NO: None.
Resolutions 9,10,11,12 carried 5-0.

It was moved by Mr. Russo and seconded by Mr. Carbone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 13,14,15,16,17,18.

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.

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal/Director of Athletics approve the following appointments for the 2011-2012 school year:

APPROVAL OF STIPEND POSITIONS

<u>Sport/activity</u>	<u>Advisor</u>	<u>Stipend</u>
Newspaper advisor	Andrew Gillespie	\$1,969.90**
Student Council Advisor	Dan Salzer	\$1,969.90
Boys' Soccer Coach	Michael Lisbona	\$2,876.29*
Girls' Soccer Coach	Marco Freyre	\$2,876.29*
Boys' Basketball	Peter Hockmeyer	\$2,876.29*
Girls' Basketball	Kerri Corvino	\$2,876.29*
Boys' Baseball	Marco Freyre	\$2,876.29*
Girls' Softball	Peter Hockmeyer	\$2,876.29*
Yearbook Advisor	Kathryn Ralston	\$ 684.35*
	Terry Heide	\$ 684.35*
Pens and Dreams Advisor	Maura Aimette	\$ 672.36
Cross Country Coach	Jim Barnum	\$1,428.14*
	Charles Mott	\$1,438.14*
Orchestra/Band Advisor	Eileen Shanagher	\$1,770.98*
	John Birckhead	\$1,770.98*
Choral Director	John Birckhead	\$2,335.72*
Consortium Activities		
Advisor	Andrew Gillespie	

*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

**Stipend to be paid through PTO contribution.

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve merit pay for the below listed administrators, in accordance with Article 11.4 of the 2010-2011 agreement with the Long Hill Association of School Administrators, for the 2010-2011 school year.

APPROVAL OF
MERIT PAY

Jennifer Dawson \$5,000.00
Lori Jones \$3,000.00
George Villar \$3,000.00

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve a contract for the period July 1, 2011 through through June 30, 2012 for John Esposito, School Business Administrator/Board Secretary to reflect an annual salary of \$122,500.00 and a contribution of 2.5% of the base salary amount towards the cost of health benefits.

APPROVAL OF
J. ESPOSITO
CONTRACT

16. 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 from 2010-2011 to 2011-2012 for Alex Blinder, Technology Coordinator, in accordance with the terms of his contract.

APPROVAL OF
VACATION DAYS
CARRYOVER

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, rescind the appointment of Patrick Golub as Teacher Assistant for the 2011 Extended School Year Program at Gillette School due to a decrease in program enrollment.

APPOINTMENT
RESCINDED

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Lisa DelGaudio as the 4th grade maternity leave replacement from September 1, 2011 through November 7, 2011 at the BA Step 1 salary of \$47,405.00 prorated.

L. DELGAUDIO
APPOINTED .
MATERNITY
LEAVE
REPLACEMENT

ROLL CALL VOTE on resolutions 13,14,15,16,17,18:

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
Dr. Verlezza Mrs. Scanlon

NO: None.
Resolutions 13,14,15,16,17,18 carried 5-0.

19. It was moved by Mr. Carbone and seconded by Mrs. Nyquist that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, adopt the following policies on a second reading:

ADOPTION OF
POLICIES

Policy 5141.8 Sports Related Concussion and Head Injury
Policy 9111 Qualifications of Board Members

ROLL CALL VOTE on resolution #19:

YES: Mr. Carbone Mrs. Nyquist Mr. Russo
Dr. Verlezza Mrs. Scanlon

NO: None.
Resolutions #19 carried 5-0.

ITEMS FOR DISCUSSION

OLD BUSINESS

Dr. Rovtar stated that the Department of Education will notify school districts when the procedures are in place for the fingerprinting of Board members to move forward.

Mrs. Scanlon reminded Board Members to complete the Board Self-Evaluation online through the New Jersey School Boards Association website by July 15th in preparation for the Board Retreat on August 22nd.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Russo and seconded by Mr. Carbone that the meeting adjourn. Motion carried 5-0. Meeting adjourned at 8:04 p.m.

ADJOURNMENT

FUTURE MEETING DATES:

July 18, 2011 – Worksession/Regular Meeting – Township Administration Building – 7:30 p.m.

August 22, 2011 – Board Retreat/Worksession/Regular Meeting – **Board Conference Room, Gillette School – 6:00 p.m.**

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Dr. René Rovtar
Superintendent of Schools

JE:mh