

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION & REGULAR MEETING  
JULY 18, 2011

The Long Hill Township Board of Education held a Worksession & Regular Meeting on Monday, July 18, 2011 in the Long Hill Township Town Hall. The meeting was called to order by Board President Lisa Scanlon at 7:30 p.m.

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

MEMBERS ABSENT: Mr. Meringolo, Mr. Russo, Dr. Verlezza.

ALSO PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mr. Villar, Central School Principal  
Mrs. Dawson, Millington School Principal  
Dr. Jones, Gillette Principal/Curriculum Coordinator  
Mr. Blinder, Technology Coordinator  
0 township residents

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

Mrs. Scanlon received 2 letters from the County Superintendent regarding Dr. Rovtar and Mr. Esposito's contracts.

## BOARD COMMITTEE REPORTS

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

Morris Educational Services Commission – Mrs. Nyquist reported it may be necessary for the Commission to close one of their 2 schools as enrollment is down.

Community Relations – Mrs. Nyquist reported she met with Dr. Rovtar and the principals regarding what the committee can do to help the schools. Ideas included better use of our website, reaching out to Senior Citizens and utilizing the township TV studio.

Curriculum Committee – Mr. Carbone reported the committee reviewed the textbooks to be used and they are on the agenda for tonight.

Policy – Mr. Carbone reported there are policies on the agenda to be readopted with only minor changes. Other policies are being rescinded as they can be found elsewhere in the Policy Manual.

## SUPERINTENDENT'S UPDATE

Dr. Rovtar reported on the following:

- Mrs. Delanoy, language arts teacher, is retiring after 25 years with the district.
- We have received an additional \$141,435.00 in state aid for the 2011-2012 fiscal year and discussed options we have to use/spend it.
- Dr. Rovtar and the principals attended training on mapping software.
- There are 2 new teaching staff members on the agenda for tonight.

## ADMINISTRATOR AND SUPERVISOR UPDATES

Dr. Jones reported on the following:

### Gillette School

- Dr. Jones is working on teachers schedules, class lists, supplies, room changes, Profession Learning Community(PLC) revisions, crisis management and faculty updates and work orders that need to be completed before the end of the summer.
- The Extended School Year Program will be operating at Gillette School through the end of July.
- There are 80 students registered for kindergarten; there are currently 66 students registered for first grade.

Curriculum

- There is a resolution on the agenda for new textbooks for 6-8 writing and reading programs. This program is aligned with the Common Core Standards and teachers will receive a free ½ day of training.
- Dr. Jones is attending several workshops this summer relating to curriculum changes and requirements from the state.
- Dr. Jones passed the Superintendent Assessment and will be receiving her certification as a school administrator.

Mr. Villar reported on the following:

- Congratulated the 8<sup>th</sup> grade graduating class.
- Thanked Mr. Delanoy for her 25 years of service.
- Wished Mrs. Lamer good luck in her new position.
- There were 35 applicants for the open positions and he is pleased with the 2 new hires.
- Thanked the teachers who helped interview on their own time.
- Thanked Mrs. Flint for working on Horizon data analysis.
- 6<sup>th</sup> grade band went to the Berkeley Heights Nursing Center. Mr. Villar thanked Mrs. Shanagher for arranging this outing.
- Thanked Mrs. Peros for helping with the 8<sup>th</sup> grade dance.
- He also thanked the chaperones who helped with the dance.

Mrs. Dawson reported on the following:

- Is working on the Master Schedule and finalizing class lists for the 2011-12 year. Class assignments will be sent home the week of August 22.
- Has been working with the data to schedule students in Horizon and accelerated math classes in 5<sup>th</sup> grade.
- Attended the Anti Bullying Training Session sponsored by the NJ Department of Education on June 30 along with Dr. Jones, Mr. Villar and Dr. Rovtar.
- Attended the Rubicon Atlas training last week.
- Expressed her appreciation to her staff for all of their help and cooperation at the end of the school year.
- 10 new students have registered to attend Millington School in September. The enrollment numbers at the present time are: 2<sup>nd</sup> grade – 93, 3<sup>rd</sup> grade – 88, 4<sup>th</sup> grade – 107, 5<sup>th</sup> grade – 109.

Mr. Blinder reported on the following:

- Is making progress with 14 wall-mounted projectors.
- Is recycling out-dated technology this Wednesday.

- Central School STAR Program – new pc's are connected.
- Is helping ESY and FORCE with technology needs.
- New computer installation is continuing at Central & Millington Schools

#### BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following:

- Cleaning, painting and preventative maintenance work is being done by Temco staff at each school. Joe Salvatoriello, our Temco site supervisor, has been transferred to a larger district. Ron Erazo has replaced him. He has 8 years of experience in schools and Mr. Salvatoriello will be in district 1 day per week for the rest of the summer to help with the transition.
- Transportation applications are still coming in (approx. 100) and Mr. Esposito will start putting together routes by the end of the month.
- Pension changes for PERS and TPAF became effective June 28, 2011. For school employees:
  - o the contribution rate will increase from 5.5% to 6.5% with their October 15, 2011 paycheck.
  - o it will rise over 7 years to 7.5% starting July 1, 2012.
  - o new employees will fall under Tier 5 and have different retirement benefits than employees hired prior to June 28, 2011.
- The Business Office is in the process of closing out the 2010-2011 year.
- The Auditor will be in for a week in early September.

#### 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

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.

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.

Resolution #1 was removed from the agenda and will be placed on the August 22, 2011 agenda.

2. RESOLVED that the Long Hill Township Board of Education approve the List of Bills for June 30, July 14 and 18, 2011 (attached):

APPROVAL OF  
BILLS LIST

Bills List for June 30, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$176,018.84
Capital Outlay-Fund 12	\$ 11,585.47
Special Revenue Fund-Fund 20	\$ 28,221.33
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$215,825.64

Bills List for July 18, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$122,475.01
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$122,475.01

Bills List for July 14, 2011

Fund 10	\$ -0-
Current Expense-Fund 11	\$ -0-
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$253,440.00
Total	\$253,440.00

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, acknowledge the following

APPROVAL OF  
TECHNOLOGY  
PURCHASES

2010-2011 technology purchases under the lease purchase agreement previously approved by the Board with the Morris County Improvement Authority:

20 Dell Computers	\$16,688.20
30 Dell Computers	\$26,316.90
4 Cisco switches, 2 HP printers	\$ 5,846.06
54 Dell Computers/Monitors	\$53,416.26
5 Dell Computers/related hardware	\$ 5,710.64
65 Dell Computers/related hardware	\$72,039.42

4. 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 2,3,4:

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

NO: None.

Resolutions 2,3,4 carried 6-0.

5. 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, the Director of Special Services, and the Business Administrator, approve contracts for Itinerant Teacher services with Summit Speech School, September, 2011 – June 2012. The services are provided at the rate of \$145.00 per hour. Services are requested for the following students, as per their IEP's:

APPROVAL OF  
CONTRACTS WITH  
SUMMIT SPEECH  
SCHOOL

#9264906891	2 x 60 minute sessions per week
#7700417730	2 x 60 minute sessions per week
#9068278023	1 x 60 minute session per week
#8410365288	1 x 60 minute session per week
#2473524162	1 x 60 minute session per week
#6397860680	3 x 60 minute sessions per week

Cost of services not to exceed \$58,000.00.

ROLL CALL VOTE on resolution #5:

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

NO: None.  
 Resolution #5 carried 6-0.

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 6,7,8,9,10,11,12.

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.

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the addition of Christie Cortese to the substitute list for the 2011 Extended School Year Program.

C. CORTESE  
 APPOINTED  
 TO SUB. LIST

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

APPROVAL OF  
 STIPEND  
 POSITIONS

<u>Sport/activity</u>	<u>Advisor</u>	<u>Stipend</u>
Director of Athletics	Maura Millman	\$4,285.00*
Booster Club Advisor	Kerri Altebrando	\$1,969.90**

\*Stipend to be paid from pay to play fees paid and SPORT organization contributions.  
 \*\*Stipend to be paid from existing activity account balances and/or pay to play/participate fees paid.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Deborah Lamer from the position of part time teacher at Central Middle School for the 2011-2012 school year.

D. LAMER  
 RESIGNATION

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret, the resignation for the purpose of retirement of Donna Delanoy from the position of teacher at Central Middle School effective June 30, 2011.

D. DELANOY  
RESIGNATION

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

K. TUCKER,  
B. KATZOFF  
APPOINTED

Kristine Tucker – Teacher of Language Arts – Central School –  
Step 9 MA salary of \$60,055.00  
Bret Katzoff – Special Education/21<sup>st</sup> Central Communication  
Teacher – Central School – Step 1 MA+30  
salary of \$53,005.00

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the revisions to the contract for John Esposito, School Business Administrator/ Board Secretary, to reflect a base salary of \$115,075.00 in accordance with determinations made by the Executive County Superintendent.

APPROVAL OF  
J. ESPOSITO  
CONTRACT

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, agrees that the salary paid to René Rovtar, for her services as Superintendent of the Long Hill Township School District, for the period July 1, 2011 through June 30, 2012 shall not exceed the maximum of \$145,000, as set forth in New Jersey Administrative Code, pending the outcome of litigation with the New Jersey Department of Education.

APPROVAL OF  
R. ROVTAR  
SALARY

ROLL CALL VOTE on resolutions 6,7,8,9,10,11,12:

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

NO: None.  
Resolutions 6,7,8,9,10,11,12 carried 6-0.

\_\_\_\_\_



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 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.

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Curriculum and the Curriculum Committee, approve the following new textbooks for use beginning in September 2011:

APPROVAL OF  
TEXTBOOKS

Grades 6-8 Reading

Pearson/Prentice Hall Novels – The Well, The Call of the Wild,  
Across Five Aprils, The Devil’s Arithmetic, and The Outsiders  
Pearson/Prentice Hall Literature the Common Core Edition  
All publication dates are 2012

Grades 6-8 Language Arts

AMSCO – Writer’s Studio Level A, B, and C  
Publication date is 2011  
Holt – Elements of Language  
Publication date is 2009

14. 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 1320 Public Performances by Students  
Policy 4118 Exit Interviews  
Policy 5135 Working Papers

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, rescind the following policies:

POLICIES  
RESCINDED

Policy 4117 Separation  
Policy 4212.4 Employee Health  
Policy 6011 T & E/QEA (Quality Education Act)

ROLL CALL VOTE on resolutions 13,14,15:

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

NO: None.

Resolutions 13,14,15 carried 6-0.

---

ITEMS FOR DISCUSSION

OLD BUSINESS

Mrs. Scanlon reminded all to do their on-line evaluations for NJSBA. The meeting is August 22, 2011 in the Board Conference Room.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Barone and seconded by Mr. Carbone that the meeting adjourn. Motion carried 6-0. Meeting adjourned at 8:08 p.m.

ADJOURNMENT

---

FUTURE MEETING DATES

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

September 12, 2011 – Worksession Meeting – Township Administration Building – 7:30 p.m.

September 26, 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