

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION
SEPTEMBER 13, 2010

The Long Hill Township Board of Education held a Worksession on Monday, September 13, 2010 in the Long Hill Township Town Hall. The meeting was called to order at 7:30 p.m. by Board President Lisa Scanlon.

MEMBERS PRESENT: Ms. Barone, Mr. Blocker, Mr. Carbone, Mr. Meringolo, Mrs. Nyquist (arrived at 8:20 p.m.), Dr. Rae, Mr. Russo, Dr. Verlezza, Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mrs. Dawson, Millington School Principal
Mr. Villar, Central School Principal
Mrs. Jones, Gillette Principal/Curriculum Coord.
Mr. Blinder, Technology Coordinator
Mrs. Dreyer, LHEA President
6 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 or the Daily Record on April 27, 2010. 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

Policy – Mr. Carbone reported resolutions 14 and 15 are approving policies on first and second reading and the committee is very close to completing the changes recommended by NJSBA.

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

Buildings & Grounds – Mr. Russo stated that the committee met prior to this meeting and the following items were discussed:

- Reviewed list of issues that Temco worked on this summer.
- We have talked to an energy company about an energy management system that would help control our heat and lighting costs. The company would be paid only if money was saved.
- Discussed the potential for AC units in some of the classrooms. Further research will have to be done to see if this is feasible.

President's Report – Mrs. Scanlon attended a FORCE meeting, at which they discussed the 5K run on October 2. She also went to the meeting of the facilities group, which took tours of our buildings in order for the committee to get an idea of what space is used for in each school. The next meeting is scheduled for September 29.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported on the following:

- The Make a Difference Recognition award was given to Ms. Furlong and Mr. Golub for their successful implementation of the Learnia program last year. Dr. Rovtar presented each of them with a certificate for their hard work on this initiative.
- Test Scores: Dr. Rovtar did not want to read the entire list of test scores, but focused on important pieces of the data. The district still has not yet received individual test scores for students – they will be distributed as soon as they arrive. She noted that all teachers contributed to the cumulative learning of each student. There were strong gains in Math this year, especially 3, 4, 5, 6 and 8th grades, with many students moving to advanced proficient. There were also a large number of perfect scores in each of the grade levels – including 22 in the 8th grade.
- There were also some perfect scores in Language Arts. Statewide, scores in LA in grades 3-5 were down from last year, including Long Hill Township.

- Data driven instruction will continue to be used this year, which requires a great deal of work by teachers in looking at every student's needs. She noted that we received cluster scores from the State, which will be provided to the teachers to help in differentiating instruction.
- New Jersey PASS tests reflected well on students in grades 1 and 2 in Math and Language Arts.
- District enrollment is 948 today, 22 lower than predicted in the demographic study.

ADMINISTRATORS AND TECHNOLOGY COORDINATOR'S UPDATES

Mrs. Dawson reported on the following:

- School year started off well. Teachers were trained in various types of assessments on professional day.
- Met with teachers to review students test scores for use in guiding instruction on a daily basis. Learnia scores for each child will be provided to their teacher. She will meet with grade level teams each month to coordinate data.
- Believes the focus on data driven teaching has made a tremendous difference in student learning and test scores.
- Met with faculty to review manual.
- Will meet with all students to go over the Code of Conduct.
- Back to School Night is September 23.
- There are 420 students now at Millington School.
- Thanks to Mrs. O'Meara of the PTO who raised money with the walkathon – the new playground equipment has been installed and the children are enjoying it.

Mr. Villar reported on the following:

- Wonderful opening to Central School – he received a great deal of input from teachers on how best to have a successful first day of school. He told students about the dress code and what was expected of them.
- Lunch schedule has been slightly revised from the previous year, and it seems to be working well.
- The overall schedule was more difficult this year due to the reduction in teachers and classes from last year.
- Two new cycle classes: Math Lab 7 with Mrs. Flint, learning Excel and how to use it; and Passport 7 with Mrs. Molendyke which continues the topics of Passport 6 – issues of adolescence and other problems facing kids.
- New staff member – OCR math teacher – is doing a great job.

- Mr. Villar is very pleased with the ASK results, particularly Math in grade 8. However, all the improvements are due to a team effort where all teachers play a role in educating our students. Coordination between regular and special education teachers was excellent.
- Soccer tryouts were today and cross country starts next week.
- Food days begin next week, picture day is coming up and Back to School Night is September 22.

Mrs. Jones reported on the following:

- Gillette had a smooth opening; Mrs. Jones thanked Mrs. Tremarco for all her help.
- Pizza night had over 290 people on Friday night. She thanked Natales Pizza and the PTO for all their contributions to the evening.
- Back to School Night is September 21 – information was sent out to parents today.
- Morning announcements are being made by students each day.
- Altered the eating and lunch schedules for the children, moving them to the all purpose room rather than in the classrooms.

- Curriculum: the Ning website is now charging for schools to use it, so she applied for a different website.
- Is setting up classroom visits for the new K-5 curriculum.
- Curriculum website page has been updated to include guides and school report cards.
- She is facilitating the curriculum meetings with the sister districts – the first meeting is in early November.

Mr. Blinder reported on the following:

- Central and Millington labs all have brand new PCs. Seventh and eighth graders have already used them. He helped students login and use the software.
- He thanked everyone who went to the Bing website for participating – the district received cameras, projectors, calculators and other equipment already and is expecting more.
- Sonic also had a contest which enabled a donor to contribute a rug to a classroom.
- Upgraded phone system is working well, and he has been helping teachers use it.

BOARD SECRETARY UPDATE

Mr. Esposito reported that 95% of his time has been devoted to transportation issues. We are transporting 650 students each way twice a day. He noted that the VersaTrans software that the Board purchased last year was very helpful. The district will save approximately \$45,000 in the reduced costs due to elimination of two routes.

The auditors were here last week doing their field work. The district surplus has risen from \$70,000 as of last June 30th to approximately \$250,000 this June 30th. That amount is still below the allowable 2% that a district can retain. Mr. Esposito noted that it has been an audit recommendation for the past two years to increase the district surplus. The increase in surplus was achieved due to careful monitoring of expenditures and through the negotiation of the change in benefits plan that was put in place for all district employees during the 2009-2010 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.

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

August 16, 2010 – Worksession/Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.
Ms. Barone and Mr. Russo abstained.
Resolution #1 carried 7-0-2.



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 and 3.

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 July 15, July 30, August 13 and August 30, 2010 and the List of Bills for August 17, August 24, August 31 and September 13, 2010 for payment as follows:

APPROVAL OF
BILLS LIST

Payroll for July 15, 2010

Fund 10	\$ 8,327.10
Current Expense-Fund 11	\$150,103.55
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$158,430.65

Payroll for July 30, 2010

Fund 10	\$ 8,007.58
Current Expense-Fund 11	\$177,373.60
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$185,381.18

Payroll for August 13, 2010

Fund 10	\$ 8,000.17
Current Expense-Fund 11	\$145,742.58
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$153,742.75

Payroll for August 30, 2010

Fund 10	\$ 8,000.17
Current Expense-Fund 11	\$145,187.98
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-

Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$153,188.15

Bills List for August 17, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 334.50
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 334.50

Bills List for August 24, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 1,305.00
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 1,305.00

Bills List for August 31, 2010

Fund 10	\$ -0-
Current Expense-Fund 11	\$109,685.75
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services – Fund 40	\$ -0-
Total	\$109,685.75

Bills List for September 13, 2010

Fund 10	\$ 925.00
Current Expense-Fund 11	\$212,542.61
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$213,467.61

3. 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 and 3:

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

NO: None.
Resolutions 2 and 3 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 4 and 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.

4. 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 Cambridge Behavioral Health, LLC to increase general coordination of therapies from 2 hours a week, which was previously approved, to 2 ½ hours per week for student #4316075761 in accordance with the student’s IEP. The cost of this service will increase from \$220.00 per week to \$275.00 per week. The period for this service is 6/30/10 – 6/13/11.

THERAPIES INCREASED - CAMBRIDGE HEALTH

5. 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 Ms. Anne Elmowitz, a Wilson Language and Reading Consultant, to provide 3 one hours sessions of individual instruction per week at the rate of \$70.00 per hour.

APPROVAL OF INDIVIDUAL INSTRUCTION

Services will be provided to student #9001026117, at Central School for the 2010-2011 school year. Cost not to exceed \$8,400.00.

ROLL CALL VOTE on resolutions 4 and 5:

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

NO: None.

Resolutions 4 and 5 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 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, the Business Administrator, and the Director of Special Services approve Karen Burgerhoff as a .61 teacher assistant at Millington School for the 2010-2011 school year. Ms. Burgerhoff's salary will be \$18,103.58, prorated based on Step 1 of the Teacher Assistants salary guide for the 2010/2011 school year.

K. BURGERHOFF
APPOINTED T.A.

7. 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 payment of \$61.84 (2 hours) to Sarah Romeo for additional summer casework beyond the two days originally approved for Summer 2010.

APPROVAL OF
PAYMENT TO
S. ROMEO

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

R. HOY
APPOINTED
SPEECH TEACHER

Services approve Rebecca Hoy as a part time Speech Language Specialist at Gillette School for the 2010-2011 school year. Ms. Hoy’s salary will be \$12,992.50 prorated based on Step 5 of the MA salary guide of the LHEA salary guide for the 2010-2011 school year.

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Principals, approve the following professional internship (student teaching) placements for the 2010-2011 school year:

APPROVAL OF STUDENT TEACHER

Nicole Watson Student Teaching Internship Millington School Fall 2010

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 approve the payment of two additional hours of salary for the following teacher assistants working with autistic students to attend an inservice training workshop on September 1, 2010 prior to the start of their contractual year.

APPROVAL OF ADDITIONAL SALARY

- | | |
|------------------|-----------------|
| Suzanne Aiello | Karen Riggi |
| Yailin Fajaro | Donna Strock |
| Jennifer Hampson | Noemi Velazquez |
| Sandra Hulik | Dena Wells |

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 people to the Substitute Teacher List for the 2010-2011 school year:

APPROVAL OF SUBSTITUTES

- | | |
|--------------|--|
| Regina Clark | Kathleen Maurice
(substitute nurse) |
|--------------|--|

12. 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 2010-2011 school year:

APPROVAL OF STIPEND POSITIONS

Sport/activity	Advisor	Stipend
Newspaper advisor	Andrew Gillespie	\$1,894.13**
Student Council Advisor	Dan Salzer	\$1,894.13
Boys Soccer Coach	Michael Lisbona	\$2,765.66*
Girls Soccer Coach	Peter Hockmeyer	\$2,765.66*
Boys Basketball	Peter Hockmeyer	\$2,765.55*
Girls Basketball	Kerri Corvino	\$2,765.66*
Boys Baseball	Marco Freyre	\$2,765.66*
Girls Softball	Peter Hockmeyer	\$2,765.66*
Yearbook Advisor	Kathryn Ralston	\$1,316.06*
Cross Country Coach	Jim Barnum	\$1,382.83*
	Charles Mott	\$1,382.83*
Booster Club	Joyanna Peros	\$1,894.13*
Orchestra/Band Adv.	Eileen Shanagher	\$1,702.87
	John Birckhead	\$1,702.86
Choral Director	John Birckhead	\$2,245.89*

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

**Stipend to be paid through PTO contribution.

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

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

NO: None.

Resolutions 6,7,8,9,10,11,12 carried 9-0.

It was moved by Mr. Carbone and seconded by Mr. Meringolo 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 Business Administrator and the Building Principal, approve the field trip listed below:

APPROVAL OF FIELD TRIP

February 2, 2011 Middle School Music Students New York, NY
\$15.00 approx. cost* Avery Fisher Hall 2 teachers
*To be paid through fundraising/parent payment

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, adopt the following revised policies on a second reading:

ADOPTION OF POLICIES

- 4113 Assignment Transfer
- 4114 Outside Employment as Athletic Coach
- 4116 Teacher Evaluation

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Policy Committee, approve the following policies on a first reading:

FIRST READING OF POLICIES

- 4111.1 Nondiscrimination/Affirmative Action
- 4119.21 Conflict of Interest
- 4119.22 Conduct and Dress
- 4122 Student Teachers/Interns
- 4123 Teacher Assistants(Paraprofessionals)

ROLL CALL VOTE on resolutions 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 13,14,15 carried 9-0

16. It was moved by Mr. Meringolo and seconded by Mrs. Nyquist that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator approve an Eagle Scout Project, to be designed and implemented by Patrick McGrath, a member of Boy Scout Troop 56, to create and paint a large

APPROVAL OF EAGLE SCOUT PROJECT

map of the United States on the playground surface at both Millington and Gillette Schools.

ROLL CALL VOTE on resolution #16:

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

NO: None.

Resolution #16 carried 9-0.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

Ms. Barone noted that everyone has an NJSBA conference schedule with them, and suggested that the Board coordinate which seminars they attend. Then each person can report back to the full Board on what was discussed at each presentation.

Mrs. Scanlon told the Board Members that Morris County School Boards also is holding seminars on different topics that would be good to attend.

COMMENTS FROM THE PUBLIC

MRS. DAWSON thanked Patrick McGrath for doing the maps on the playground.

FUTURE MEETING DATES

September 27, 2010 – Regular Meeting – 7:30 p.m. Township Administration Building
 October 11, 2010 – Worksession Meeting – 7:30 p.m. Township Administration Building
 October 25, 2010 – Regular Meeting – 7:30 p.m. Township Administration Building

It was moved by Mrs. Scanlon and seconded by Mrs. Nyquist that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 8:40 p.m.

ADJOURNMENT

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

Dr. René Rovtar
Superintendent of Schools

JE:mh