

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
Long Hill Township Municipal Building
November 26, 2012
7:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

**Ms. Barone
Mr. Blocker
Mr. LoCascio**

**Mr. Meringolo
Ms. Nyquist
Dr. Rae**

**Mr. Russo
Mr. Stevens
Mrs. Scanlon**

PLEDGE OF ALLEGIANCE

MEETING NOTICE

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

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

Public Hearing on Proposed Contract for René Rovtar

ADMINISTRATORS AND SUPERVISORS UPDATES

BOARD SECRETARY'S UPDATE

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.

RESOLUTIONS

Minutes

1. RESOLVED that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

November 12, 2012 Worksession Meeting – Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the payrolls for September 14 and 28, October 15 and 30, 2012 and the List of Bills for October 12, 2012 and November 16 and 28, 2012 for payment as follows (as attached):

Payroll for 09/14/2012	Amount
Fund 10	\$23,440.02
Current Expense - Fund 11	\$405,824.42
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$429,264.44

Payroll for 09/28/2012	Amount
Fund 10	\$23,512.69
Current Expense - Fund 11	\$404,604.36
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$428,117.05

Payroll for 10/15/2012	Amount
Fund 10	\$23,346.98
Current Expense - Fund 11	\$404,249.33
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$427,596.31

Payroll for 10/30/2012	Amount
Fund 10	\$23,132.51
Current Expense - Fund 11	\$401,754.24
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$424,886.75

Bill List for 10/12/2012	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$128,976.88
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$128,976.88

Bill List for 11/16/2012	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$140,920.02
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$140,920.02

Bills for 11/26/2012	Amount
Fund 10	569.38
Current Expense - Fund 11	\$185,180.66
Capital Outlay - Fund 12	\$7,350.25
Special Rev. Fund - Fund 20	\$9,042.64
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$202,142.93

ACTION OF THE BOARD _____

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 July 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.

ACTION OF THE BOARD _____

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 August 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.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of September 30, 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.

ACTION OF THE BOARD _____

6. 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 July 31, 2012.

ACTION OF THE BOARD _____

7. 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 August 31, 2012.

ACTION OF THE BOARD _____

8. 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 September 30, 2012.

ACTION OF THE BOARD _____

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

ACTION OF THE BOARD _____

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

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for September 30, 2012.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract with First Student to provide temporary transportation for up to sixty days for students #5641637908 and #7891447164 between their temporary housing arrangement to Gillette and Millington Elementary Schools. The cost for transporting both students is \$230.00 per day.

ACTION OF THE BOARD _____

13. 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.

ACTION OF THE BOARD _____

Special Education

14. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve an agreement with UMDNJ to allow the Long Hill Township School District to serve as a partner site for the field experiences for UMDNJ student therapists.

ACTION OF THE BOARD _____

Personnel

15. WHEREAS, the proposed Superintendent's contract for Dr. René Rovtar has been submitted to the Executive County Superintendent for review and has been approved.

BE IT RESOLVED, that the Board hereby approves the Employment Contract for Dr. René Rovtar for the term, July 1, 2012 through June 30, 2017, in accordance with the terms and conditions set forth therein with an annual salary of \$145,000, in each year of the contract in accordance with administrative regulations. The Board President and Secretary are hereby authorized to execute the Contract on behalf of the Board.

ACTION OF THE BOARD _____

16. WHEREAS, N.J.A.C. 6A:23A-3.1 permits a board of education to include in its contract with Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and

WHEREAS, the Board of Education has now developed a set of annual goals for the 2012-2013 school year that it wishes to include in its contract with the Superintendent, now, therefore

BE IT RESOLVED that the Long Hill Township Board of Education establishes the following qualitative and quantitative criteria and merit salary bonuses for their achievement and directs that these criteria and related bonuses have been submitted to the Executive County Superintendent and been approved for inclusion in the 2012-2013 contract for Dr. René Rovtar:

1 Qualitative Goal: Potential Merit Payment = \$3,625

Full pilot implementation of the new Teacher Evaluation System during the 2012-2013 school year, including all of the necessary training for administrators and teaching staff members and the increased number of staff observations as set for in the Notice of Grant Opportunity document for the pilot districts. While the Long Hill District was not awarded a pilot grant, the district is fully implementing the pilot during the 2012-2013 school year. This is above what is required for non-pilot districts in the state.

1 Quantitative Goal: Potential Merit Payment = \$4,785

The student achievement on the NJASK results in mathematics for the special education subgroup at Millington School will increase by a minimum of 2.1%. This exceeds the progress target of 1.9% established by the New Jersey Department of Education for this population.

*The merit percentages are set forth in code. Payment for qualitative goals are 2.5% of base salary and quantitative goals are 3.33% of base salary.

ACTION OF THE BOARD _____

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve maternity leave for Dr. Lori Jones, Principal of Gillette School/Director of Curriculum, for the period May 13, 2013 through August 26, 2013 as follows:

May 13, 2013 – June 17, 2013	Paid maternity leave utilizing accumulated sick and vacation days
July 1, 2013 – August 15, 2013	Paid maternity leave utilizing accumulated sick and vacation days
June 18, 2013 – June 28, 2013	NJ Family Leave for childcare (unpaid)
August 16, 2013 – August 23, 2013	NJ Family Leave for childcare (unpaid)

ACTION OF THE BOARD _____

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the dates of the maternity leave for Stacie Holzinger, Teacher at Millington School, which has previously been approved at the September 24, 2012 meeting, as listed below:

January 2 – January 16, 2013	Paid disability leave utilizing accumulated sick days
January 17 – March 17, 2013	Paid maternity leave utilizing accumulated sick days
March 18 – June 30, 2013	NJ Family Leave for childcare (unpaid)

ACTION OF THE BOARD _____

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of Elizabeth Wheeler to the position of full time maternity leave second grade teacher at Millington School, as approved at the October 22, 2012 meeting, to reflect a new start date of December 19, 2012.

ACTION OF THE BOARD _____

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Stephanie Alber to the position of part time (.50) at Central Middle School (9:30 a.m. to 1:30 p.m.) at the annual Step 1 (.50) salary of \$21,993.50 prorated for the period November 15, 2012 through June 30, 2013.

ACTION OF THE BOARD _____

21. 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.

Lauren Scolaro

ACTION OF THE BOARD _____

Curriculum

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

January 17, 2013 8:30 a.m. to 3:00 p.m. \$0.00 per student cost – FORCE funded	Fifth Grade	Newark Museum Newark, NJ 108 students, 7 teachers, 5 parents
February 12, 2013 8:00 a.m. to 2:30 p.m. \$150.50 total – Board paid	STAR Program	Mayo Performing Arts Center Morristown, NJ “I Have a Dream” Performance 3 students, 1 teacher, 2 teacher assistants
March 20, 2013 8:30 a.m. to 2:15 p.m. \$201.50 total – Board paid	STAR Program	Paper Mill Playhouse Millburn, NJ “Let Freedom Ring” Performance 3 students, 1 teacher, 2 teacher assistants
April 3, 2013 8:30 a.m. to 3:00 p.m. \$30.00 (approx.) parent paid	Fourth Grade	NJ State House and Planetarium Trenton, NJ 91 students, 4 teachers, 16 parents and 1 nurse

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

December 17, 2012 – Worksession/Regular Meeting– 7:30 p.m. – Township Municipal Building
January 7, 2013 – Reorganization/Worksession Meeting– 7:30 p.m. – Township Municipal Building – The meeting will include a presentation on the June 30, 2012 Audit Report by the District Auditor.
January 28, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building