

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
October 14, 2013

The Long Hill Township Board of Education held a Worksession Meeting on Monday, October 14, 2013 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. Brown, Mr. LoCascio, Ms. Nyquist, Mr. Russo, Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: None.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mr. Blinder, Technology Coordinator
Dr. Jones, Gillette Principal/Curriculum Director
Mr. Villar, Central School Principal
Mrs. Franklin, LHEA President
One Reporter for the Echoes-Sentinel

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 January 3, 2013. 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: Moved by Ms. Nyquist and seconded by Mr. Blocker, the Board accepted 8-0 with a voice roll call vote the resignation of Bruce Meringolo from the office of member of the Long Hill Township Board of Education effective September 27, 2013. The Board expressed its gratitude to Mr. Meringolo for his 9 years of service. Mrs. Scanlon reported that so far no one has applied for the open seat.

BOARD COMMITTEE REPORTS

Curriculum – Mr. LoCascio reported that the committee met prior to this session with Dr. Rovtar and Dr. Jones. He stated that he and the committee were confident that the district's curriculum was in good shape.

Policy – Ms. Barone reported that there are a number of policies that are recommended for readoption this evening.

Finance – Mr. Blocker stated that the Finance Committee met this evening and reviewed the Bills List and Financial Reports. They are in order and recommended for approval this evening. In Resolution # 2, the October 14th bill list will be amended.

Morris County Educational Services Commission – Ms. Nyquist reported that she attended the October 2nd meeting. The ESC enrollment has actually declined this year and they may have to consolidate next year.

WHRHS Liaison – Mrs. Nyquist reported that she attended the September 24th meeting. She presented the topics that were discussed at the meeting. Mr. Stevens stated that he spoke to Lisa DiMizio, WHRHS Board President, and he reported on the capital project work that just passed through a referendum.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported that the FORCE 5K race on October 5th was well-supported by the Board of Education and she thanked all for coming. Friday and today were two in-service days for the teachers. The staff worked on various topics and attended trainings and curriculum meetings.

Dr. Rovtar gave a PowerPoint presentation on the District goals for the 2013-2014 school year and student achievement results from the 2013 assessments. This information will be posted on the district website and can be viewed at this link: <http://longhill.schoolwires.net/Page/1149>

Dr. Rovtar then reviewed the Facility Utilization Study for the Board and noted that the new demographic report will be presented at one of the November meetings. She said that Dr. Grip will talk about his findings and answer questions for the Board.

ADMINISTRATORS AND SUPERVISORS UPDATES

Mr. Villar reported that the Magazine Drive concluded successfully. Back to School Night was September 26, 2013 and it went well. Central School honored New Jersey "Week of Respect". November conferences are coming up. The music program has begun to use teaching software called Smart Music which allows students to students work individually with a laptop or smart device to practice and receive feedback on performance.

In Mrs. Dawson's absence, Dr. Rovtar reported that upcoming events at Millington School include the PTO sponsored Writer's Workshop for 5th graders, PTO sponsored Family Movie Night and Halloween Parade. Mrs. Dawson has met with all teachers regarding their Student Growth Objectives.

Dr. Jones reported that Gillette School had their first spirit day and PTO social on October 4th. Gillette School celebrated Week of Respect and had an All School Read that incorporated the theme. Fire trucks visited the school for Fire Safety Month and the school will be having a Halloween Parade. The New Jersey Department of Education conducted a spot security drill and the Gillette

School staff and students did a great job.

For curriculum, the district had 2 in-service days on October 11th and today. Teachers did committee work, and worked on their Rubicon curriculum map page focusing on science this year. The next curriculum Monday will include a K-5 PARCC PowerPoint presentation and building based discussion at the middle school level. A Board curriculum committee meeting was held earlier in the evening to review the PARCC and Common Core.

Mr. Blinder indicated that he has been providing support to teachers and making sure that their technology needs are met. He has presented two in-service classes to staff. He thanked Noah Scanlon for his volunteer service in upgrading the district iPads.

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S UPDATE

Mr. Esposito stated October is very busy with a number of state data collection reports, including the Application for State School Aid and the District Report of Transported Resident Students. He will be submitting the required Debt Service Report. He reminded the Board that everyone has been registered for the NJSBA Fall Conference in Atlantic City next week, if any of the members wish to attend. He and Dr. Rovtar have had two recent meetings with the architect and the contractor on the Central Roof Project. There are just a few small details to be finished and the project should be fully complete by the end of October. Mr. Esposito's new assistant, Jamie Rewick, has been on board for nearly a month and is doing a fine job of learning all of the aspects of her new position. Mr. Colantano will attend the December meeting to present the audit report.

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 #1130, 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. LoCascio and seconded by Ms. Barone that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:
September 23, 2013 Regular Meeting – Public Session

APPROVAL OF
MINUTES

ROLL CALL VOTE on resolution #1:

YES: Mr. Blocker Ms. Nyquist
 Mr. Brown Mr. Stevens
 Mr. LoCascio Mrs. Scanlon

NO: None.
 Ms. Barone and Mr. Russo abstained.
 Resolution #1 carried 6-0-2.

It was moved by Mr. Blocker and seconded by Ms. Barone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 2,3,4,5,6,7,8,9.

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 Payroll for July 17 and 30, August 15 and 30, 2013 and the List of Bills for September 24 and October 1, 3 and 14, 2013 (as attached):

APPROVAL OF
 BILLS

Payroll for 07/15/2013	Amount
Fund 10	\$1,977.56
Current Expense - Fund 11	\$95,710.01
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	\$97,687.57

Payroll for 07/30/2013	Amount
Fund 10	\$1,977.56
Current Expense - Fund 11	\$85,502.70
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	\$87,480.26

Payroll for 08/15/2013	Amount
Fund 10	\$1,977.56
Current Expense - Fund 11	\$64,697.69
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
TOTAL	\$66,675.25

Payroll for 08/30/2013	Amount
Fund 10	\$1,778.46
Current Expense - Fund 11	\$37,386.33

Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
TOTAL	\$39,164.79

Bills List for 09/24/2013	Amount
Fund 10	\$19,859.76
Current Expense - Fund 11	\$269,294.18
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	\$289,153.94

Bills List for 10/01/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$3,761.43
Capital Outlay - Fund 12	\$70,350.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$74,111.43

Bills List for 10/03/2013	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$247.53
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	\$247.53

Bills List for 10/14/2013	Amount
Fund 10	\$50,737.49
Current Expense - Fund 11	\$117,939.99
Capital Outlay - Fund 12	\$12,408.00
Special Rev. Fund - Fund 20	\$2,505.97
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$183,591.45

3. 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, 2013.

APPROVAL OF
JULY, 2013
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 July 31,

APPROVAL OF
FINANCIAL

2013 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.

CERTIFICATIONS
JULY, 2013

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending July 31, 2013.

APPROVAL OF
BD. SEC. & TREAS.
REPORT, JULY, 2013

6. 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, 2013.

APPROVAL OF
AUGUST, 2013
TRANSFERS

7. 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, 2013 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
AUGUST, 2013

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending August 31, 2013.

APPROVAL OF
BD. SEC. & TREAS.
REPORT, AUGUST, 2013

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a Transportation Agreement with the Educational Services Commission of Morris County to provide Special Education bus routes for out of district student placements for the 2013-2014 school year; and authorize the Business Administrator to sign and submit the agreement to the ESCMC on behalf of the district. (This does not obligate the Long Hill School District to place students on Commission routes- it simply permits Long Hill to use them on an as-needed basis if cost savings can be achieved by sharing routes with other districts.)

APPROVAL OF
TRANSPORTATION
AGREEMENT WITH
ESCMC

ROLL CALL VOTE on resolution #2,3,4,5,6,7,8,9:
Resolution #2 as amended 10/14/2013 Bills List.

YES:

Mr. Blocker	Mr. Russo
Mr. Brown	Mr. Stevens
Mr. LoCascio	Ms. Barone
Ms. Nyquist	Mrs. Scanlon

NO: None.

Resolution #2,3,4,5,6,7,8,9 carried 8-0.

It was moved by Mr. Russo and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 10,11.

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.

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 home instruction for students #8352235897 and #4384502674. Home instruction for ten hours per week will be provided by Lynn Kaplan and Lauren Scolaro at the contractual rate of \$38.20 per hour. Services will begin as soon as possible and will continue until the students are able to return to school.

APPROVAL OF
HOME INSTRUCTION

11. 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 \$750.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #6455121769 to assist in determining special education category.

PAYMENT TO
DR. VANNA
AMORAPANTH

ROLL CALL VOTE on resolution #10,11:

YES:

Mr. Brown	Mr. Stevens
Mr. LoCascio	Ms. Barone
Ms. Nyquist	Mr. Blocker
Mr. Russo	Mrs. Scanlon

NO: None.

Resolution #10,11 carried 8-0.

It was moved by Ms. Barone and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 12,13,14,15.

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.

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Tracy Barragan to the position of full time leave replacement physical education teacher for Maura Millman (Worker’s Compensation Medical) physical education teacher at Central Middle School [PCR: CMS 0000027] at BA Step 2 salary of \$49,678.00 prorated from September 30, 2013 for approximately 6 weeks until Ms. Millman returns.

TRACY BARRAGAN
APPOINTED MED.
LEAVE REPLACEMENT

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Jeff Sutherland to the position of part time (.20) leave replacement physical education teacher (Worker’s Compensation Medical) physical education teacher at Central Middle School [PCR: CMS 0000027] at BA Step 1 salary of \$49,000.00 prorated from September 30, 2013 for approximately 6 weeks until Ms. Millman returns.

JEFF SUTHERLAND
APPOINTED MED.
LEAVE REPLACEMENT
(PART-TIME 0.20)

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the following appointment for the 2013-2014 school year:

APPROVAL OF
STIPEND POSITION

Sport/activity	Advisor	Stipend
Cheerleading	Lauren Scolaro	\$2,281.00*

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

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the addition of the following persons to the Substitute List for the 2013-2014 school year:

APPOINTMENT OF
SUBSTITUTE

Zachary Liu

ROLL CALL VOTE on resolution #12,13,14,15:

YES:

Mr. LoCascio	Ms. Barone
Ms. Nyquist	Mr. Blocker
Mr. Russo	Mr. Brown
Mr. Stevens	Mrs. Scanlon

NO: None.

Resolution #12,13,14,15 carried 8-0.



It was moved by Mr. Stevens and seconded by Ms. Nyquist that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 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.

16. 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:

APPROVAL OF
FIELD TRIPS

October 11, 2013 CMS Concert Band Members
Football Game Performance- Watchung Hills Regional H.S.
6:00 – 10:00 p.m.
Students dropped off and picked up by parents Warren, NJ
No cost 30 students, 3 teachers, 4 parents

Week of October 22, 2103 STAR Class Trip
Hillview Farms 8:30 a.m. to 11:30 a.m. Gillette, NJ
\$50.00 plus bus, district paid 4 students, 1 teachers, 1 aide

Week of October 24, 2013 STAR Class Trip
Shop Rite Supermarket 8:30 a.m. to 11:30 a.m. Stirling, NJ
\$50.00 plus bus, district paid 4 students, 1 teachers, 1 aide

October 29, 2013 CMS Consortium Participants
Problem Solving Competition
8:45 a.m. to 12:30 p.m. Morris Plains Boro School
\$10.00 per person, parent paid Morris Plains, NJ
10 students, 1 teachers

May 2014 Fourth Grade Class Trip
New Jersey State House

9:15 a.m. to 3:00 p.m. Trenton, NJ
\$27.00 per person, parent paid 96 students, 5 teachers, 1 nurse
16 parents

May 21, 2014 Seventh Grade Class Trip
Holocaust Presentation
9:45 a.m. to 12:30 p.m. Morris Museum
\$8.00 plus bus cost per person, parent paid Morristown, NJ
107 students, 10 teachers

17. RESOLVED that the Long Hill Township Board of Education,
upon the recommendation of the Superintendent and the
Policy Committee, readopt the following policies which have
been reviewed by the Policy Committee:

READOPTION OF
POLICIES

- 1000 Concepts and Roles in Community Relations: Goals and Objectives
- 1110 Media
- 1111 District Publications
- 1200 Participation by the Public
- 1220 Ad Hoc Advisory Committees
- 2121 Line of Responsibility
- 2210 Administrative Leeway in the Absence of Board Policy
- 6156 Instructional Planning/Scheduling
- 6164.4 Child Study Team
- 6171.2 Gifted and Talented/Horizon
- 6171.3 At Risk and Title I
- 9325.4 Voting Method

18. RESOLVED that the Long Hill Township Board of Education,
upon the recommendation of the Superintendent and the
Business Administrator, approve the Nursing Services Plan for
the 2013-2014 school year.

APPROVAL OF
NURSING SERVICES
PLAN

ROLL CALL VOTE on resolution #16,17,18:

YES:

- Mr. LoCascio Ms. Barone
- Ms. Nyquist Mr. Blocker
- Mr. Russo Mr. Brown
- Mr. Stevens Mrs. Scanlon

NO: None.

Resolution #16,18 carried 8-0.

Resolution #17 carried 7-0-1. Mr. LoCascio abstained.

ITEMS FOR DISCUSSION

OLD BUSINESS: Mr. Russo thanked Mr. Meringolo for his nine years of service to the Board.

NEW BUSINESS: Mr. Blocker noted the article that appeared in the Star Ledger yesterday about the excessive spending associated with a number of Private Schools for the Disabled. Dr. Rovtar noted that Long Hill does not have any students attending the schools that were referenced in the article.

Mr. Stevens stated that he and Mr. Blocker chaperoned a Girl Scout trip to the High Line in Manhattan today. It is a location that might be a good site for a school field trip.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Nyquist and seconded by Mr. Russo that the Board enter into private session for the purpose of having the Superintendent present a report to the Board on the investigation of one incident of harassment, intimidation and bullying.

PRIVATE SESSION

It is anticipated that the private session will last no more than one hour. No action is anticipated this evening. Into private session at 8:45 p.m.

It was moved by Mr. Blocker and seconded by Mr.LoCascio that the Board return to public session. Motion carried 8-0. Into public session at 8:54 p.m.

PUBLIC SESSION

It was moved by Mr. LoCascio and seconded by Mr. Stevens that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 8:54 p.m.

ADJOURNMENT

FUTURE MEETING DATES

October 28, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building

November 11, 2013 – Worksession Meeting– 7:30 p.m. – Township Municipal Building

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools