

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION/REGULAR MEETING  
December 16, 2013

The Long Hill Township Board of Education held a Regular Meeting on Monday, December 16, 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. Carn, 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. Villar, Central School Principal  
Mr. Blinder, Technology Coordinator  
Mrs. Franklin, LHEA President  
Mrs. Moakley, New Board Member effective January 2014  
Mr. Meringolo, Former Board Member Recognized at Tonight's Meeting  
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 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.

PRESENTATION OF JUNE 30, 2013 AUDIT REPORT

Mrs. Scanlon introduced Mr. William Colantano, the auditor who prepared the required annual CAFR, or financial audit. Mr. Colantano provided an overview of the district's financial condition as of June 30, 2013. He stated that there was one auditor recommendation regarding the timely submission of monthly financial reports. He noted that Long Hill Township is in strong financial shape and has recently been able to build up its capital reserve fund for much-needed building improvements. He also talked about the ten-year trends in revenues and expenses for the district and stated that Long Hill Township's increase in taxes over that time period is very favorable compared to other school districts.

COMMUNICATIONS: None.

#### BOARD COMMITTEE REPORTS

Board President- Mrs. Scanlon read a statement thanking everyone for their support and stating how much she enjoyed her time on the Board.

Finance – Mr. Blocker stated the Finance Committee reviewed the Audit Report with Mr. Colantano. Numbers 5 and 6 on the Finance agenda have been reviewed and are recommended for approval.

WHRHS Liaison – Mr. Stevens stated that information about the proposed curriculum changes, which he had reported on at the last Board meeting, can be found on the WHRHS website.

#### SUPERINTENDENT'S UPDATE

Dr. Rovtar stated the district's applications for ROD grants were approved for a total amount of \$1,309,812, which will help to offset the cost of facility improvements. She said the grants represent 40 percent of the total cost of the projects. Dr. Rovtar stated that it was great news for the taxpayers as well as students and staff.

Dr. Rovtar noted that there is an addendum to the agenda recommending that Jamie Fischer be appointed as the 7<sup>th</sup> Grade Math Teacher at Central Middle School.

Dr. Rovtar thanked all three Board members for their service and dedication. She wished everyone a pleasant and safe holiday.

#### ADMINISTRATORS AND SUPERVISORS UPDATES

##### Millington School

In Mrs. Dawson's absence, Dr. Rovtar reported that the PTO is sponsoring a coat drive. Parents and members of the community are encouraged to drop off coats at the school. The 5th grade band assembly for parents is scheduled for Wednesday, 12/18 at 9:30 in the All Purpose Room. Holiday parties will be on the 20th.

##### Gillette School/Curriculum Report

In Dr. Jones' absence, Dr. Rovtar reported that the Holiday Shoppe went well. Dr. Jones would like to thank the PTO volunteers, especially Mrs. DiSarno and Ms. Bennett, for arranging this for the Gillette students. Kindergarten registration will take place on Monday, January 13th and Tuesday, January 14th from 9:30-11AM in Gillette's gymnasium. She wished everyone a wonderful holiday and a happy new year.

The district had a Curriculum Monday on December 9th and it focused on PARCC and CCSS and bridging them together. Dr. Jones will be attending an AntiBullying Workshop in New Brunswick with the district counselor on Tuesday, December 17th.

Central Middle School

Mr. Villar reported on the use of Renaissance Learning applications at Central Middle School, which is a web based teaching and assessment tool used from grades 5 to 8.

He also reported on the following:

-A school dance was held on Friday, December 6, with over 120 students in attendance. Thanks to the parent volunteers and Mr. Desrochers, a Temco employee, for their help.

-The Winter Concert was held on December 12 and the school performance was held today, with 120 students participating in either Band or Chorus. Thanks to the parents, Mr. Birckhead and Mrs. Shanagher for their support.

-The annual holiday party will take place on Friday, December 20.

-The annual Coat Drive and Toy Drive will continue until Thursday, December 19.

On behalf of the administrative team, Mr. Villar thanked the retiring board members for their service.

Mr. LoCascio stated that he heard lockers were not big enough for student coats. Mr. Villar responded that there is adequate room if the locker is organized.

Technology

Mr. Blinder reported that the district servers are now six years old and will need to be replaced in the 2014-2015 school year. This expense will be included in the 2014-2015 district budget. He responded to questions from Mrs. Scanlon and Mr. LoCascio. Mr. Blinder thanked the retiring Board members for their service.

## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S UPDATE

Mr. Esposito thanked the Board members for their hard work and dedication to the Township. He stated that he is happy that the financial situation has improved since 2008, enabling the Board to fund capital outlay projects through the Capital Reserve account.

## 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.

Mr. Dennis Sandow, Township resident, commented on the audit and discussed some of his issues with the report and its presentation. Mrs. Scanlon and Mr. Blocker responded to some of the points he raised. Mr. Esposito explained the district's audit is prepared and presented in a format that meets the requirements proscribed by the state.

## ADMINISTRATIVE RECOMMENDATIONS

It was moved by Ms. Barone and seconded by Mr. Stevens that the Long Hill Township Board of Education approve the

following recommendation of the Superintendent numbered 1.

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.

1. WHEREAS, Mr. Bruce Meringolo was elected to the Long Hill Township Board of Education in April, 2005 and re-elected to the Long Hill Township Board of Education in both 2007 and 2010 by the voters of Long Hill Township;	RECOGNITION OF B. MERINGOLO'S RETIREMENT
--	--

WHEREAS, he has served in numerous positions as a Board Member since April, 2005 and;

WHEREAS, during this time he has exercised board leadership by serving as Chairperson of the Community Relations, Buildings & Grounds, Negotiations and Technology Committees; being a member of the Policy and Legislative Committees; acting as liaison to the New Jersey and the Morris County School Boards and to the Township of Long Hill; and contributing Years of Dedicated Service as a Member of the Long Hill Township Board of Education;

WHEREAS, he has earned the admiration and respect of his colleagues and the school community, and;

NOW THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education acknowledges this period of public service with thanks and extends its best wishes to Mr. Meringolo for continued health and happiness in the future.

VOICE ROLL CALL VOTE on resolution #1:

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

NO: None.  
Resolution #1 carried 9-0.



It was moved by Mr. Stevens and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendation of the Superintendent numbered 2.

2. WHEREAS, Mr. John Russo was elected to the Long Hill Township Board of Education in April, 2010 by the voters of Long Hill Township;	RECOGNITION OF J. RUSSO'S RETIREMENT
---	--

WHEREAS, he has served in numerous positions as a Board Member since April, 2010 and;

WHEREAS, during this time he has exercised board leadership by serving as Chairperson of the Buildings & Grounds and Finance Committees; being a member of the Policy, Curriculum and Negotiations Committees; and contributing Years of Dedicated Service as a Member of the Long Hill Township Board of Education;

WHEREAS, he has earned the admiration and respect of his colleagues and the school community, and;

NOW THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education acknowledges this period of public service with thanks and extends its best wishes to Mr. Russo for continued health and happiness in the future.

VOICE ROLL CALL VOTE on resolution #2:

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

NO: None.

Resolution #2 carried 9-0.

\_\_\_\_\_

It was moved by Ms. Nyquist and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendation of the Superintendent numbered 3.

3. WHEREAS, Mrs. Lisa Scanlon was appointed to the Long Hill Township Board of Education in January, 2006; and elected to the Long Hill Township Board of Education in both 2007 and 2010 by the voters of Long Hill Township;

RECOGNITION OF  
L. SCANLON'S  
RETIREMENT

WHEREAS, she has served in numerous positions as a Board Member since January, 2006 and;

WHEREAS, during this time she has exercised board leadership by serving as President of the Board of Education for four years; being the Chairperson of the Curriculum Committee; serving on the Policy, Finance, Buildings & Grounds and Community Relations Committees; acting as the liaison to FORCE, the PTO, WRHSD and to the Township of Long Hill; and contributing Years of Dedicated Service as a Member of the Long Hill Township Board of Education;

WHEREAS, she has earned the admiration and respect of her colleagues and the school community, and;

NOW THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education acknowledges this period of public service with thanks and extends its best wishes to Mrs. Scanlon for continued health and happiness in the future.

VOICE ROLL CALL VOTE on resolution #3:

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

NO: None.  
 Resolution #3 carried 9-0.

4. It was moved by Mr. LoCascio and seconded by Mr. Stevens that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:  
 November 25, 2013 Regular Meeting – Public and Private Sessions

---

APPROVAL OF  
 MINUTES

ROLL CALL VOTE on resolution #4:

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

NO: None.  
 Ms. Barone abstained.  
 Resolution #4 carried 8-0-1.

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 5,6,7,8,9,10.

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the Comprehensive Annual Financial Report (CAFR) as prepared by William Colantano, School Auditor for the period ended June 30, 2013.

APPROVAL OF CAFR  
 AND CORRECTIVE  
 ACTION PLAN

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize the Business Administrator to follow the Corrective Action Plan in order to implement the recommendations submitted in the June 30, 2013 Comprehensive Annual Financial Report (attached).

6. RESOLVED that the Long Hill Township Board of Education approve the List of Bills for December 16, 2013 (as attached):

APPROVAL OF BILLS

<b>Bills List for 12/16/13</b>	<b>Amount</b>
Fund 10	\$ -
Current Expense - Fund 11	\$294,596.47
Capital Outlay - Fund 12	\$45,000.00
Special Revenue Fund - Fund 20	\$19,395.22
Capital Projects - Fund 30	\$ -
Debt Services - Fund 40	\$ -
<b>TOTAL</b>	<b>\$358,991.69</b>

7. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent and the Business Administrator, adopt the following resolution to request a waiver of the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2014-2015 school year:

REQUEST FOR WAIVER (SEMI)

WHEREAS N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2014-2015 school year, and

WHEREAS the Long Hill Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students,

NOW THEREFORE BE IT RESOLVED, that the Long Hill Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate request for a waiver of the requirement of N.J.A.C. 6A:23A-5.3 for the 2014-2015 school year.

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Parette Somjen Architects as the Long Hill Township Board of Education’s Architect of Record for the period July 1, 2013 through June 30, 2014.

APPROVAL OF ARCHITECT OF RECORD

9. RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN CONNECTION WITH A SCHOOL FACILITIES PROJECT TO BE SUBMITTED TO THE VOTERS AT A BOND REFERENDUM TO BE HELD MARCH 11, 2014

APPROVAL OF ACTIONS TO PROCEED WITH BOND REFERENDUM

WHEREAS, the Board of Education of the Township of Long Hill in the County of Morris, New Jersey (the “Board”), seeks to submit a project to the voters which project consists of partial roof replacement at

Millington Elementary School and HVAC upgrades at Gillette Elementary School, Millington Elementary School and Central Middle School (the "Project"); and

WHEREAS, the Board now seeks to take the initial steps in order to conduct a bond referendum on March 11, 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS, NEW JERSEY, as follows:

Section 1. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary and Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at a Special School District Election to be held on March 11, 2014 including the providing notice to the appropriate election officials.

Section 2. This resolution shall take effect immediately.

10. 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 #5,6,7,8,9,10:

YES:

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

NO: None.

Resolutions #5,6,7,8,9,10 carried 9-0.

\_\_\_\_\_

It was moved by Mr. Stevens and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 11,12,12a,13. #12a as addendum.

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.



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 instructional services provided by American Tutor Inc., for student #1958405734 while the student is an outpatient at Immediate Care Children’s Psychiatric Center of Parsippany. The student will receive 2 hours of instruction a day at a rate of \$58.00 per hour until the student can return to school.

APPROVAL OF  
AMERICAN TUTOR INC.,  
TO PROVIDE  
INSTRUCTIONAL  
SERVICES

12. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Technology Coordinator, approve the continued appointment of Toni Ortu to serve as Technology Service Provider on as needed basis from January 1, 2014 through June 30, 2014 at an hourly rate of \$22.00, not to exceed \$5,940.00.

T. ORTU’S CONTINUED  
APPOINTMENT TO  
TECHNOLOGY STAFF

12a. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Jamie Fischer to the position of the Seventh Grade Math Teacher at Central Middle School at the Step 3 Ba salary of \$51,326.00 prorated for the period January 2 through June 30, 2014.

J. FISCHER APPOINTED

13. 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

December 8, 2013 Central School Band  
Community Center, Stirling  
12:00 to 1:00 p.m.  
Performance for Holiday Celebration  
Parents to transport their own children if participating  
This event is voluntary for the students  
40 students, 1 teacher, 6 parents

December 20, 2013 STAR Program  
Millington and Gillette Schools  
8:30 a.m. to 10:00 a.m. Deliver cookie orders  
District paid transportation  
4 students, 1 teacher, 1 teacher assistant

ROLL CALL VOTE on resolutions #11,12,12a,13:

YES:

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

NO: None.

Resolutions #11,12,12a,13 carried 9-0.

\_\_\_\_\_

ITEMS FOR DISCUSSION

None.

OLD BUSINESS: None.

NEW BUSINESS: Mrs. Scanlon asked the Board Members to submit their preferences for committee assignments to her by December 23.

COMMENTS FROM THE PUBLIC: Mr. Meringolo thanked the Board as well as the public for allowing him to serve as a member.

It was moved by Mr. Blocker and seconded by Mr. Stevens that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 8:55 p.m.

ADJOURNMENT

\_\_\_\_\_

FUTURE MEETING DATES

- January 6, 2014 – Worksession/Reorganization Meeting – 7:30 p.m. – Township Municipal Building
- January 20, 2014 – Regular Meeting – 7:30 p.m. – Township Municipal Building

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

René Rovtar, Ed.D.  
Superintendent of Schools