LONG HILL TOWNSHIP BOARD OF EDUCAITON

WORKSESSION & REGULAR MEETING

JULY 15, 2013

The Long Hill Township Board of Education held a Worksession and Regular Meeting on Monday, July 15, 2013 in the Long Hill Township Municipal Building. The meeting was called to order by Board President Lisa Scanlon a 7:30 p.m.

MEMBERS PRESENT: Ms. Barone, Mr. Blocker, Mr. Brown, Mr. Meringolo, Mr. Russo (arrived at

7:55 p.m.), Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: Mr. LoCascio, Miss Nyquist.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools

Mr. Esposito, Business Administrator/Board Secretary

Mr. Villar, Central School Principal

Dr. DiGanci, Gillette School Interim Principal

Mr. Blinder, Technology Coordinator

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.

COMMUNICATIONS

The Board received thank you notes from retirees Mrs. Golub and Mrs. Schwartz for the engraved silver trays.

BOARD COMMITTEE REPORTS

Finance – Mr. Blocker reported he reviewed the financials and found all in order for payment.

SUPERINTENDENT’S UPDATE

Dr. Rovtar thanked the staff, faculty and administrators for a very successful 2012-2013 school year.

WORKSESSION/REGULAR MEETING -2- JULY 15, 2013

Dr. Rovtar provided the required report on the Incidents of Violence and Vandalism for the second reporting period of the year (January 1 to June 30, 2013).

Dr. Rovtar noted that there are two resolutions on the agenda to authorize submission of ROD grant applications to obtain 40% grant funding from the state for eligible costs on two projects: the Millington School Roof Project and the HVAC project to address air conditioning needs in all three school buildings. The district will need to go out for a referendum to get approval of funding for a portion of the local costs on these projects. A referendum will most likely be held in March 2014. Additional details will be forthcoming.

Dr. Rovtar also noted that the Board is approving the update to the Long Range Facility Plan (LRFP). This plan must be updated every five years.

ADMINISTRATORS AND SUPERVISORS UPDATES

Gillette School

Dr. DiGanci thanked the Board for the opportunity to serve as Interim Principal at Gillette School and reported on the following:

* The kindergarten students performed a delightful concert under the direction of Mr. Rideout.
* The first grade classes enjoyed their end of the year picnics.
* A clap-out was held for the first grade students.
* The PTO hosted an end of the year social.
* Dr. DiGanci is enjoying working with the Extended School Year staff and students this month.

Central School

Mr. Villar reported on the following:

* The 8th grade graduation was held on June 26, 2013.
* He thanked the PTO for the new PA system which they donated and which was used for the graduation ceremony.
* Mr. Villar thanked the Temco staff for their efforts.
* He congratulated Coach Hockmeyer and the members of the 2013 Girls Softball Team on a 12-0 season.
* He also expressed his thanks to Coach Birckhead who completed his first season as coach; the boys finished the season 5-9.
* The New Student Open House will be held on August 28, 2013 from 9 to 11:30 a.m. This event is open to all new students; students who attend will receive their schedule and their lock.

WORKSESSION/REGULAR MEETING -3- JULY 15, 2013

Millington School

In Mrs. Dawson’s absence, Dr. Rovtar reported on the following:

* Mrs. Dawson has been working on the master schedule for September and finalizing class lists.
* She attended a training last week with Mr. Villar and Dr. Rovtar on developing Student Growth Objectives (SGO).
* Mrs. Dawson has been reviewing the draft SGO’s that teachers submitted in June.

Technology Supervisor

Mr. Blinder reported that the computers are being installed in the new computer lab at Millington School. The new furniture for the lab has arrived and is being assembled by the Temco staff. The new district website was launched at the beginning of the month.

BOARD SECRETARY’S UPDATE

Mr. Esposito reported on the following:

* The list of mandated training for Board Members has been provided for those members who still need to complete their requirement; online training is available.
* All Board Members have been registered for the workshop in Atlantic City; Board Members need to make hotel reservations if they plan to stay over.
* Mr. Esposito gave a follow-up report on the legislation in privatizing that was discussed at a previous meeting; the legislation was vetoed by the governor.
* Mr. Esposito reported on the district’s Extraordinary Aid Allocation Notice that was received last week. The Board will receive $161,000, which is 67% of the district’s actual entitlement.
* The School Development Assessment has been reduced by $18,000 to the 2012-2013 level of $33,000. In addition, the district’s charter school obligation will be reduced due to the fact that only three students were verified, rather than the five that were reflected in the state aid printouts.

Mr. Blocker asked if there was any increase in the subscription busing participation. Mr. Esposito stated that he has received a few additional applications. Subscription busing forms are available on the district website.

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.

WORKSESSION/REGULAR MEETING -4- JULY 15, 2013

ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Stevens and seconded by Mr. Blocker APPROVAL OF

that the following minutes of the Long Hill Township Board of MINUTES

Education be accepted as amended and made part of the public

record:

June 24, 2013 – Regular Meeting – Public and Private Session

ROLL CALL VOTE on resolution #1:

YES: Ms. Barone Mr. Meringolo Mr. Stevens

Mr. Blocker Mrs. Scanlon

Mr. Brown

NO: None.

Resolution #1 carried 6-0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 APPROVAL OF

upon the recommendation of the Superintendent and the Business MARCH, 2013

Administrator, approve the transfers for March 31, 2013. TRANSFERS

3. RESOLVED that the Long Hill Township Board of Education, APPROVAL OF

pursuant to N.J.A.C. 6:20-2.13€, certifies that as of March 31, 2013 FINANCIAL

after review of the Board Secretary’s monthly financial report CERTIFICATIONS

(appropriations section) and upon consultation with appropriate MARCH, 2013

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.

4. RESOLVED that the Long Hill Township Board of Education, APPROVAL OF

accept the financial reports of the Board Secretary and Treasurer BD. SEC. & TREAS.

of School Funds for the month ending March 31, 2013. REPORT, MARCH,

2013.

WORKSESSION/REGULAR MEETING -5- JULY 15, 2013

5. RESOLVED that the Long Hill Township Board of Education, APPROVAL OF

the recommendation of the Superintendent and the Business ARCHITECT

Administrator, approve the following resolutions: SUBMITTING

PLANS RE MILLINGTON

ROOF PROJECT

RESOLVED, that the Long Hill Township Board of Education, in the

County of Morris, New Jersey authorizes Parette Somjen Architects

to submit all necessary plans and paperwork to the Department of

Education concerning the Partial Roof replacement at Millington

Elementary School to serve as an application to the Office of School

Facilities and an amendment to the District’s Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be a “Regular Operating

District Grant” project and the Board of Education is seeking State funding

but will fund the remaining portion of the Project through a referendum.

6. RESOLVED that the Long Hill Township Board of Education, upon ARCHITECT TO

the recommendation of the Superintendent and the Business SUBMIT PLANS

Administrator, approve the following resolution: TO DOE

RESOLVED, upon the recommendation of the Superintendent, that the

Long Hill Township Board of Education, in the County of Morris, New Jersey

authorizes Parette Somjen Architects to submit all necessary plans and

paperwork to the Department of Education concerning the heating,

ventilation and air conditioning improvements at Central Middle School,

Gillette Elementary School and Millington Elementary School to serve as

an application to the Office of School Facilities and an amendment to the

District’s Long Range Facility Plan; and

BE IT FURTHER RESOLVED, this project shall be a “Regular Operating

District Grant” project and the Board of Education is seeking State funding

but will fund the remaining portion of the Project through a referendum.

7. RESOLVED that the Long Hill Township Board of Education, upon the APPROVAL OF

recommendation of the Superintendent and the Business Administrator, DEMOGRAPHIC

approve a contract with Statistical Forecasting, LLC to provide a demographic STUDY

study to encompass a community overview, live birth data, historical

enrollment trends, enrollment projections, housing growth information and

a facility capacity analysis for the period 2013-2014 through 2017-2018 at a

cost of $3,950.00, which includes a presentation to the Board of Education

summarizing the findings of the study.

WORKSESSION/REGULAR MEETING -6- JULY 15, 2013

ROLL CALL VOTE on resolution #7:

YES: Ms. Barone Mr. Meringolo Mr. Stevens

Mr. Blocker

Mr. Brown

NO: Mrs. Scanlon

Resolution #7 carried 5-1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. RESOLVED that the Long Hill Township Board of Education, upon the APPROVAL OF

recommendation of the Superintendent and the Business Administrator, NCLB GRANT

reapprove the submission of the Fiscal Year 2014 No Child Left Behind APPLICATION

Grant Application (based on revised allocations issued by the New Jersey

Department of Education on June 26, 2013)in the following amounts as

provided by the New Jersey Department of Education. The Title III monies

will be administered through a Consortium with the School District of the

Chathams.

Title IIA (Professional Development)

Long Hill Township School District $16,489.00

St. Vincent de Paul School $ 3,096.00

Title III (English Language Acquisition) $ 4,892.00

BE IT FURTHER RESOLVED that the Long Hill Township Board of Education,

upon the recommendation of the Superintendent and the Business

Administrator, approve the refusal of Title I funds in the amount of

$11,035.00 for the Fiscal Year 2014 No Child Left Behind Grant.

9. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent and the Business Administrator, TRAVEL

approve the Travel/Conference registration for the staff indicated for

professional improvement or development as per the attached listing.

ROLL CALL VOTE on resolutions 2,3,4,5,6,8,9:

YES: Ms. Barone Mr. Meringolo Mr. Stevens

Mr. Blocker Mrs. Scanlon

Mr. Brown

NO: None.

Resolutions 2,3,4,5,6,8,9 carried 6-0. \_\_\_\_\_\_\_\_\_\_\_\_\_

WORKSESSION/REGULAR MEETING -7- JULY 15, 2013

It was moved by Mr. Meringolo and seconded by Ms. Barone

that the Long Hill Township Board of Education approve the

following recommendations of the Superintendent numbered

10,11,12,13.

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 LONG RANGE

the recommendation of the Superintendent, approve amending the FACILITIES

Long Range Facilities Plan to comply with the five-year reporting PLAN

requirements as per the Educational Facilities Construction and AMENDED

Financing Act, P.L. 2000, c.72 (N.J.S.A. 18A:7G-1 et seq.), as amended

by P.L. 2007, c137 (Act).

11. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent and the Business Administrator, SUPT. MERIT

and with the approval of the Morris Executive County Superintendent of PAY

Schools, approve payment of $3,625.00 to René Rovtar based on

successful attainment of her 2012-2013 merit goal on the full pilot

implementation of the new Teacher Observation and Evaluation System.

12. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent and the Business Administrator, MATERNITY

approve maternity leave for Caitlin (Grogaard) Rajan, Teacher of 21 Century LEAVE –

Communications at Central School, for the period September 24, 2013 through C. RAJAN

March 2, 2014 as follows:

September 24 – September 28, 2013 Paid maternity leave utilizing

accumulated sick days

September 29, 2013 – February 28, 2014 NJ Family Leave for childcare

(unpaid)

13. RESOLVED that the Long Hill Township Board of Education, upon T. O’BRIEN

the recommendation of the Superintendent and the Business Administrator, APPOINTED

approve the appointment of Tracey O’Brien, to the position of 7th Grade LANGUAGE

Language Arts Teacher at Central School (PCR SS0000041) for the 2013- ARTS TEACHER

2014 school year at the Step 10 BA salary of $65,755.

WORKSESSION/REGULAR MEETING -8- JULY 15, 2013

ROLL CALL VOTE on resolutions 10,11,12,13:

YES: Ms. Barone Mr. Meringolo Mr. Stevens

Mr. Blocker Mrs. Scanlon

Mr. Brown

NO: None.

Resolutions 10,11,12,13 carried 6-0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 14, 15,16,17,18,19.

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.

14. RESOLVED that the Long Hill Township Board of Education, upon B. HUDOCK

the recommendation of the Superintendent and the Business Administrator, APPOINTED

approve the appointment of Brittany Hudock, Maternity Leave Replacement MATERNITY

School Psychologist, (PCRSS0000006) for the period October 7, 2013 through LEAVE

February 21, 2014 with five additional per diem days for transition at the REPLACEMENT

Step 1 BA+30/MA salary of $51,800.

15. RESOLVED that the Long Hill Township Board of Education, upon R. AGUIAR

the recommendation of the Superintendent and the Business Administrator, APPOINTED

approve the appointment of Rosa Aguiar, Part Time (.25) Speech Language P.T. SPEECH

at Gillette School, (PCR SS0000004) for the 2013-2014 school year at the

Step 1 BA+30/MA salary of $51,800., prorated to $12,950.00.

16. RESOLVED that the Long Hill Township Board of Education, upon K. POWERS

the recommendation of the Superintendent and the Business Administrator, APPOINTED

approve the appointment of Kathleen Powers, Part Time (.50) Teacher TEACHER ASST.

Assistant at Gillette School, (PCR GES0000030) for the 2013-2014 school

year at the Step 1 salary of $31,828., prorated to $15,914.00.

17. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent, Business Administrator and STIPEND

Middle School Principal approve the following appointments for the 2013- POSITIONS

2014 school year:

Sport/Activity Advisor Stipend

Athletic Director Maura Millman $4,484.00\*

Environmental Club Advisor Maura Aimette $ 700.00

WORKSESSION/REGULAR MEETING -9- JULY 15, 2013

Games Club Advisor Angela Barth $ 700.00

Newspaper Advisor Andrew Gillespie $2,049.00\*\*

Student Council Advisor Dan Salzer $2,049.00

Booster Club Advisor Kerri Altebrando $2,049.00\*

Boys’ Soccer Coach Michael Lisbona $3,054.00\*

Girls’ Soccer Coach Peter Hockmeyer $3,054.00\*

Boys’ Basketball Peter Hockmeyer $3,054.00\*

Girls’ Basketball Emily Palla $3,054.00\*

Girls’ Softball Peter Hockmeyer $3,054.00\*

Fencing Coach Eric Kirberger $3,054.00\*

Cross Country Coach Jim Barnum $1,527.00\*

Charles Mott $1,527.00\*

Orchestra/Bank Advisor Eileen Shanagher $1,842.50\*

John Birckhead $1,842.50\*

Choral Director John Birckhead $2,430.00\*

Theater Arts Advisor/

Vocal Coach John Birckhead $3,184.00\*

Yearbook Advisor Kathryn Ralston $1,024.50\*

Terry Heide $1,024.50\*

Pens and Dreams Advisor Maura Aimette $ 700.00

Consortium Activities Advisor Andrew Gillespie $ 118.00\*

\*Stipends to be paid from existing activity account balances and/or pay to

play/participate fees paid.

\*\*Stipend to be paid through PTO contribution.

18. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent, the Business Administrator, INTERNSHIP

and the Principals, approve the following professional internship (student

teaching) placements for the 2013-2014 school year:

Amy Hartmann-Ohlson Art – Junior Practicum – Millington School

Fall 2013

19. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent and the Business Administrator, SUBSTITUTES

approve the addition of the following persons to the Substitute List for the

2013-2014 school year:

Mary Melcon Kathleen Powers

WORKSESSION/REGULAR MEETING -10- JULY 15, 2013

ROLL CALL VOTE on resolutions 14,15,16,17,18,19:

YES: Ms. Barone Mr. Meringolo Mr. Russo

Mr. Blocker Mr. Stevens

Mr. Brown Mrs. Scanlon

NO: None.

Resolutions 14,15,16,17,18,19 carried 7-0. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

It was moved by Mr. Blocker and seconded by Mr. Meringolo that

the Long Hill Township Board of Education approve the following

recommendations of the Superintendent numbered 20 and 21.

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.

20. RESOLVED that the Long Hill Township Board of Education, upon ACCEPTANCE

the recommendation of the Superintendent, accept the Harassment, OF HIB REPORT

Intimidation and Bullying Report for the period ending June 24, 2013.

21. RESOLVED that the Long Hill Township Board of Education, upon APPROVAL OF

the recommendation of the Superintendent and the Business MEETING TIME

Administrator, revise the starting time for the August 19, 2013 CHANGE

meeting to 7:00 p.m. for the purpose of having a 30 minute

private session prior to the start of the regular meeting at

7:30 p.m. The purpose of the meeting is to deal with a matter

relating to the implementation of the district’s policy on

Harassment, Intimidation, Bullying and Threatening Behavior

Prevention.

ROLL CALL VOTE on resolutions 20 and 21:

YES: Ms. Barone Mr. Meringolo Mr. Russo

Mr. Blocker Mr. Stevens

Mr. Brown Mrs. Scanlon

NO: None.

Resolutions 20 and 21 carried 7-0. \_\_\_\_\_\_\_\_\_\_\_\_\_

WORKSESSION/REGULAR MEETING -11- JULY 15, 2013

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

The Board discussed the potential for a referendum in Spring, 2014. Ms. Barone asked about financing a project and how it will affect the budget. Dr. Rovtar responded.

The Board was reminded that the August meeting begins at 7:00 p.m.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Meringolo and seconded by Mr. Blocker ADJOURNMENT

that the meeting adjourn. Motion carried 7-0. Meeting

adjourned at 8:00 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FUTURE MEETING DATES

August 19, 2013 – Worksession/Regular Meeting – 7:00 p.m. Township Municipal Building. The Board will hold a 30 minute private session prior to the start of the public meeting at 7:30 p.m.

September 9, 2013 – Worksession Meeting – 7:30 p.m. Township Municipal Building

September 23, 2013 – Regular Meeting – 7:30 p.m. – Township Municipal Building

Respectfully submitted,

John Esposito René Rovtar, Ed.D.

Business Administrator/Board Secretary Superintendent of Schools

JE:mh