

LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING
NOVEMBER 26, 2012

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, November 26, 2012 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: Mr. Blocker, Mr. LoCascio, Mr. Meringolo, Miss Nyquist, Dr. Rae, Mr. Russo, Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: Ms. Barone.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator
Mrs. Franklin, LHEA President
Mr. Brown, newly elected to Board of Education

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 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

Mrs. Scanlon received 2 letters from the county office – one approving the proposed contract for the Superintendent and one approving the merit goals proposed in the contract.

BOARD COMMITTEE REPORTS

Finance – Mr. Blocker reported there is one change to the November 26, 2012 bills list.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported that we have received certification of election results and Mr. Brown will be sworn in at the January 7, 2013 meeting.

Discussion of the proposed contract for the Superintendent was open to the public. There were no comments from the public. Several Board Members stated that they are pleased to retain Dr. Rovtar for another 5 years.

ADMINISTRATORS AND SUPERVISORS UPDATES

BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following topics:

- The ASSA and the DRTRS reports were submitted to the NJ Department of Education.
- The audit will be presented at the January 7, 2013 meeting.
- The Comprehensive Maintenance Plan is on the agenda for approval this evening. (The Board briefly discussed these documents.)
- A meeting was held with the architect and the contractor for the Central Gym Lighting Project. The new lights will be installed during the winter break.
- The budget development process will be discussed with the administrative team tomorrow. A preliminary discussion will also be held with the Finance Committee on December 17 prior to the Board meeting.

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 Miss Nyquist and seconded by Mr. Blocker 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

November 12, 2012 – Worksession Meeting – Public Session

ROLL CALL VOTE on resolution #1:

YES:	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Miss Nyquist
	Mr. LoCascio	Mr. Stevens
		Mrs. Scanlon

NO: None.
 Dr. Rae abstained.
 Resolution #1 carried 7-0-1.

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 2,3,4,5,6,7,8,9,10,11,12,13.

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.

It was moved by Mr. Blocker and seconded by Mr. Meringolo to amend resolution #2 regarding the November 26, 2012 Bills list. Motion carried 8-0.

It was moved by Mr. Russo and seconded by Mr. Meringolo that the Board remove resolution #12 from the agenda. Motion carried 8-0.

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 (attached):

APPROVAL OF
 BILLS LISTS

Payroll for September 14, 2012:

Fund 10	\$ 23,440.02
Current Expense-Fund 11	\$405,824.42
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$429,264.44

Payroll for September 28, 2012

Fund 10	\$ 23,512.69
Current Expense-Fund 11	\$404,604.36
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$428,117.05

Payroll for October 15, 2012

Fund 10	\$ 23,346.98
Current Expense-Fund 11	\$404,249.33
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$427,596.31

Payroll for October 30, 2012

Fund 10	\$ 23,132.51
Current Expense-Fund 11	\$401,754.24
Capital Outlay-Fund 12	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$424,886.75

Bills List for October 12, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$128,976.88
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$128,976.88

Bills List for November 16, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$140,920.02
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$140,920.00

Bills List for November 26, 2012

Fund 10	\$ 569.38
Current Expense-Fund 11	\$178,884.10
Capital Outlay-Fund 12	\$ 7,350.25
Special Revenue Fund-Fund 20	\$ 9,042.64
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
TOTAL	\$195,846.37

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.

APPROVAL OF
FINANCIAL
CERTIFICATIONS
JULY 31, 2012

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.

APPROVAL OF
FINANCIAL
CERTIFICATIONS
AUGUST 31, 2012

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.

APPROVAL OF
FINANCIAL
CERTIFICATIONS
SEPTEMBER 30,
2012

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.

APPROVAL OF
BD. SEC. & TREAS.
REPORT -
JULY, 2012

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.

APPROVAL OF
BD. SEC. & TREAS.
REPORT -
AUGUST, 2012

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.

APPROVAL OF
BD. SEC. & TREAS.
REPORT -
SEPTEMBER, 2012

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.

APPROVAL OF
TRANSFERS FOR
JULY 31, 2012

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.

APPROVAL OF
TRANSFERS FOR
AUGUST 31, 2012

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.

APPROVAL OF
TRANSFERS FOR
SEPTEMBER, 2012

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.

APPROVAL OF
TRAVEL

ROLL CALL VOTE on resolutions 2,3,4,5,6,7,8,9,10,11,13:

YES:	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Miss Nyquist
	Mr. LoCascio	Dr. Rae
		Mr. Stevens
		Mrs. Scanlon

NO: None.
Resolutions 2,3,4,5,6,7,8,9,10,11,13 carried 8-0.

It was moved by Dr. Rae and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 14, 15 and 16.

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 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.

APPROVAL OF AGREEMENT WITH UMDNJ

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.

APPROVAL OF SUPERINTENDENT CONTRACT

BE IT RESOLVED, that the Board hereby approve 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.

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 forth 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.

ROLL CALL VOTE on resolutions 14, 15 and 16:

YES:	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Miss Nyquist
	Mr. LoCascio	Dr. Rae
		Mr. Stevens
		Mrs. Scanlon

NO: None.
 Resolutions 14,15 and 16 carried 8-0.

It was moved by Mr. Meringolo and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 17,18,19,20,21.

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.

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:

APPROVAL OF
 MATERNITY
 LEAVE- DR. JONES

- 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)

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:

MATERNITY
DATES REVISED –
S. HOLZINGER

- January 2, 2013 – 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)

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.

MATERNITY
LEAVE
REPLACEMENT
DATES REVISED-
E. WHEELER

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.

S. ALBER
APPOINTED

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:

L. SCOLARO
APPOINTED TO
SUB. LIST

Lauren Scolaro

ROLL CALL VOTE on resolutions 17,18,19,20,21:

YES:	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Miss Nyquist
	Mr. LoCascio	Dr. Rae
		Mr. Stevens
		Mrs. Scanlon

NO: None.

Resolutions 17,18,19,20,21 carried 8-0.

22. It was moved by Mr. Russo and seconded by Mr. Stevens that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

January 17, 2013	Fifth Grade	Newark Museum
8:30 a.m. to 3:00 p.m.		Newark, NJ
\$0.00 per student cost – FORCE funded		108 students, 7 teachers, 5 parents

February 12, 2013	STAR Program	Mayo Performing Arts Center
8:00 a.m. to 2:30 p.m.		Morristown, NJ
\$150.50 total – Board paid		“I have a Dream” Performance 3 students, 1 teacher, 2 teacher assistants

March 20, 2013	STAR Program	Paper Mill Playhouse
8:30 a.m. to 2:15 p.m.		Millburn, NJ
\$201.50 total – Board paid		“Let Freedom Ring” Performance 3 students, 1 teacher, 2 teacher assistants

April 3, 2013	Fourth Grade	NJ State House and Planetarium
8:30 a.m. to 3:00 p.m.		Trenton, NJ
\$30.00 (approx.) parent paid		91 students, 4 teachers, 16 parents and 1 nurse

It was moved by Mr. Blocker and seconded by Mr. Stevens that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered A1 and A2.

Any Board Member who takes exception to any of the following listed actions may reserve the right to object now, and a separate motion for each of the excepted actions will be entertained.

A1. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract with the Morris Union Jointure Commission to transport out of district student #2766283326 to the UMDNJ (University of Medicine & Dentistry of New Jersey) in Piscataway, NJ for the 2012-2013 school year. The annual cost for route MU960 is \$23,533.59.

APPROVAL OF
TRANSPORTATION
CONTRACT

A2. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Comprehensive Maintenance Plan and the M-1 Annual Maintenance Reserve Worksheet for the 2012-2013 school year (attached) and authorize its submission to the Executive County Superintendent for Morris County.

APPROVAL OF
COMPREHENSIVE
MAINTENANCE
PLAN

ROLL CALL VOTE on resolutions A1 and A2:

YES:	Mr. Meringolo	Mr. Russo
	Mr. Blocker	Miss Nyquist
	Mr. Lo Cascio	Dr. Rae
		Mr. Stevens
		Mrs. Scanlon

NO: None.
Resolutions A1 and A2 carried 8-0.

ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

FUTURE MEETING DATES

December 17, 2012 – Worksession/Regular Meeting – Township Municipal Building – 7:30 p.m.

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

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

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

JE:mh