

LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION  
FEBRUARY 11, 2013

The Long Hill Township Board of Education held a Worksession Meeting on Monday, February 11, 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, Miss Nyquist, Mr. Russo, Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: Mr. Meringolo.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mr. Villar, Central School Principal  
Mrs. Dawson, Millington School Principal  
Dr. Jones, Gillette Principal/Curriculum Coordinator  
Mrs. Franklin, LHEA President  
11 township residents

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 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

Dr. Rovtar distributed a letter to Board Members from Mrs. Laura Novak with regard to a "Lunch and Learn" Presentation she gave at Watchung Pediatrics.

BOARD COMMITTEE REPORTS

Finance – Mr. Blocker reported the committee met this evening to discuss the 2013-2014 budget. The goal is to get the tax levy below the 2.0 cap. State aid won't be known until February 28, so we can't finalize any numbers until that is known. Mr. Blocker also noted that if aid is cut dramatically, the Board may have to consider using banked cap.

The committee also reviewed the Financial Report and all is in order.

Negotiations – Mr. Russo reported that the committee met with the Long Hill Administrators Association this evening to begin negotiations on a successor agreement to their contract which expires on June 30, 2013. He will update the Board in private session.

Morris County School Boards Association – Miss Nyquist reported on a MCSBA meeting that she and Mrs. Scanlon attended on the topic of superintendent salary caps. The law will be reviewed in 2014.

Watchung Hills Regional High School Liaison – Miss Nyquist stated she attended the February 4 Board meeting. Plans for scheduling graduation, Superintendent Search and the budget were discussed.

Morris County Ed. Services Commission – Miss Nyquist stated that at the last meeting the Board reviewed the preliminary budget. There is no increase in the rates for services and tuition will stay the same for the 2 schools the Commission operates.

Policy – Ms. Barone stated there are two policies on the agenda tonight for first reading.

QSAC – Mrs. Scanlon indicated that she participated in the entrance conference for the QSAC site visit by the County Superintendent and her staff. She thought the district had prepared well for the visit.

#### SUPERINTENDENT'S UPDATE

Dr. Rovtar reported on the following topics:

- Dr. Rovtar provided an update on the progress towards attainment of the 2013-14 district goals: Implementation of Common Core State Standards, Pass QSAC monitoring, Implementation of new teacher observation and evaluation system and Develop 5 year facility plan to address HVAC issues.
- Central School SPORT organization has once again made a generous donation of \$16,000 to offset the cost of the pay to play athletics at Central School.
- As Superintendent Dr. Rovtar is extremely excited that we are able to recommend a full day kindergarten in the 2013-14 school year. A full day kindergarten program can be implemented with the current staff and no new teachers would need to be hired to handle the anticipated enrollment.
- Mr. Russo asked about additional transportation costs and Dr. Rovtar stated there would be no additional cost; in fact, the district would save approximately \$70,000 with the elimination of the midday kindergarten routes.

#### ADMINISTRATORS AND SUPERVISORS UPDATE

##### Millington School

Mrs. Dawson updated the Board on the following topics:

- Second marking period report cards were posted online on Friday.

- Dr. Nettune visited the 4<sup>th</sup> grade last Wednesday and reviewed dental hygiene and orthodontic issues.
- The Valentine's Day ice cream social will be on Thursday in the classrooms.
- The Cognitive Abilities Test will be administered to all 4<sup>th</sup> graders this week. Mrs. Dawson clarified that COGATS are administered to 4<sup>th</sup> graders, not 2<sup>nd</sup> graders as indicated on the district calendar.
- Second grader students will take the NJPASS.
- February 22 is PTO School Spirit Day – Crazy Hair Day.
- The DARE Program for 5<sup>th</sup> grade students began this month.

### Gillette School/Curriculum

Dr. Jones reported on the following:

- The character education book of the month is Little Squarehead by Peggy O'Neill.
- Mrs. Hoy, speech/language specialist, has created a new Peer Mentoring program in which first graders become role models, with parental permission, for the KIT (preschool autistic) children through supervised play, conversations, social greetings, taking turns, etc.
- Gillette School has the Jump Rope for Heart activity with Mrs. Peralta, Physical Ed. teacher.
- The February schedule also includes Valentine parties, Crazy Hair Day, Star Lab Bubble Mania, A PTO assembly and a Dental Hygiene visit.
- Information for family reading night, which will take place on March 14 from 6:30 p.m. to 8:00 p.m. will be sent home this week.
- Read Across America Day will be observed on March 4.

Today was a Curriculum Monday for the teachers after school. Teachers worked with their grade level/or subject area to review their Rubicon Atlas curriculum map page. Dr. Jones will be scheduling a math meeting with grades 5-8 at the end of this month to review the current structure and discuss a textbook program for this September so the district will be aligned with the Common Core requirements.

### Central School

Mr. Villar reported on the following topics:

- The Geography Bee was conducted on February 11. Jacob Mattheiss, grade 8, was the winner.
- Mrs. Rebecca Stead, author of Lion & Spy, First Light and When You Reach Me, visited the school and took questions from the entire student body. Mr. Villar thanked the PTO for sponsoring this program.
- Selected 7<sup>th</sup> and 8<sup>th</sup> graders participated in WHRHS sending districts Honor Band.
- The girls basketball team lost by 1 point in overtime in the semi-final championship.
- The boys basketball team will play tomorrow in the league championship at Green Brook Middle School.
- Mr. Villar presented an overview of the Artist in Residency Program that is being sponsored by the PTO for 6<sup>th</sup> grade students.

- The Central Middle School PTO Cultural Arts Committee approached Mr. Villar with a proposal to submit an application that would seek an experience that augmented the Middle Ages/Medieval Day Curriculum of the 6<sup>th</sup> grade social studies program. They decided on a stained glass manufacture and installation. The students will construct a five panel piece that will be fit over the existing glass over the Main Entrance of Central School.

### Technology

In Mr. Blinder's absence, Dr. Rovtar reported that Mr. Blinder had taken a vacation day to attend a Technology Conference in Pennsylvania. The February 15 technology submission for the PARCC (Partnership for Assessment of Readiness for College and Careers) has been submitted. Mr. Blinder is continuing to work on the 2013-2016 District Technology Plan. We experienced some problems with the telephone lines at Central School last week, but Verizon has now corrected the problem.

### BOARD SECRETARY'S UPDATE

Mr. Esposito reminded the Board Member who need training through New Jersey School Boards Association to let him know so he can sign them up. Two members did attend their required training and two were told they were up-to-date and didn't need additional training.

Mr. Esposito is spending a great deal of time on preparing for the QSAC monitoring, putting together the 2013-14 budget and entering it on-line and working with architects on roof projects and facility analysis.

### 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.

MRS. HUBERT commented on the full day kindergarten.

MRS. SMARGIASSI also talked about the advantages of full-day kindergarten.

### ADMINISTRATIVE RECOMMENDATIONS

1. It was moved by Mr. Russo 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:

APPROVAL OF  
MINUTES

January 21, 2013 Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.

Resolution #1 carried 8-0.

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

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, upon the recommendation of the Superintendent and the Business Administrator, 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 Central School," State Plan #27-4000-030-13-1000, to serve as an application to the office of School Facilities and an amendment to the District's Long Range Facility Plan; and

APPROVAL OF  
ROOF ARCHITECT

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding, but will fund the Project through the District's Capital Reserve Account.

3. RESOLVED, upon the recommendation of the Superintendent and the Business Administrator, 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 "Metal Roof Replacement at Central School", State Plan #27-4000-030-13-2000, to serve as an application to the office of School Facilities and an amendment to the District's Long Range Facility Plan; and

APPROVAL OF  
ROOF ARCHITECT

BE IT FURTHER RESOLVED, this project shall be an "Other Capital" project and the Board of Education is NOT seeking State funding, but will fund the Project through the District's Capital Reserve Account.

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13, certifies that as of November 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  
NOV. 2012

5. 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 November 30, 2012.

APPROVAL OF  
BD. SEC. & TREAS.  
REPORT NOV. 2012

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

APPROVAL OF  
TRANSFERS

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

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

NO: None.

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

It was moved by Ms. Barone and seconded by Mr. Russo that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 7 and 8.

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.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, acknowledge, with gratitude, the contribution of \$16,000.00 from S.P.O.R.T. (Students and Parents Organizing Resources for Teams) to subsidize the cost of the pay to play athletic program at Central Middle School. This donation has been reflected in the reduced pay to play fees that have already been calculated and applied for the 2012-2013 school year for all nine sports teams. The Board of Education is very appreciative of the continuing efforts of the SPORT organization to help defray the cost of pay to play athletics at the middle school.

ACCEPTANCE OF  
SPORT DONATION

8. 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 7 and 8:

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

NO: None.  
Resolutions 7 and 8 carried 8-0.

It was moved by Miss Nyquist and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 9,10,11.

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

9. 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 the provision of home instruction for student #1958505734. Home instruction for the subjects of Math and Science will be provided by Lynn Kaplan, 4 hours per week at the Long Hill Township Library. Instruction will begin immediately.

APPROVAL OF HOME INSTRUCTION

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Dr. Thomas DiGanci as interim principal for Gillette School for the period May 13 through July 30, 2013. Payment will be at the rate of \$450.00 per day for the period May 6 through June 26, 2013 and \$350.00 for the period June 27 through July 30, 2013. Up to 5 additional days for transition prior to May 13, 2013 is also approved at the per diem rate of \$450.00.

DR. DI GANCI APPOINTED INTERIM

11. 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 persons to the Substitute list for the 2012-2013 school year:

APPROVAL OF SUBSTITUTES

Raphaela Calabrese

Marissa Minogue

ROLL CALL VOTE on resolutions 9,10,11:

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

NO: None.

Resolutions 9,10,11 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 and 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.

12. RESOLVED 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:

APPROVAL OF  
FIELD TRIPS

March 8, 2013	Middle School Consortium Event
9:15 a.m. to 11:45 a.	County College of Morris
\$10.00 per student	9 students, 1 teacher

March 13, 2013	4 <sup>th</sup> /5 <sup>th</sup> Grade trip to Central Play
9:05 a.m. to 11:00 a.m.	Stirling, NJ
\$440.00 cost of bus	196 students, 9 teachers
(PTO Grant requested)	

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, approve the following policies on a first reading:

FIRST READING  
OF POLICIES

Policy 5131.7 Weapons and Dangerous Instruments  
 Policy 6142.10 Internet Safety and Technology Use

ROLL CALL VOTE on resolutions 12 and 13:

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

NO: None.

Resolutions 12 and 13 carried 8-0.



ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS

Mr. Stevens inquired about voting on full day kindergarten and Dr. Rovtar responded.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Russo and seconded by Mr. Stevens that the Board go into private session for the purpose of discussing the negotiations with the Long Hill Association of School Administrators. The Superintendent will also present a report to the Board on one incident of bullying.

PRIVATE  
SESSION

Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting. No action is anticipated this evening. Motion carried 8-0. Into private session at 8:55 p.m.

It was moved by Ms. Barone and seconded by Mr. Blocker that the Board return to public session. Motion carried 8-0. Into public session at 9:22 p.m.

It was moved by Miss Nyquist and seconded by Mr. Blocker that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 9:22 p.m.

FUTURE MEETING DATES

- February 25, 2013 – Regular Meeting – Township Municipal Building – 7:30 p.m.
- March 4, 2013 – Worksession Meeting – Township Municipal Building – 7:30 p.m. (Approval of submission of Tentative 2013-2014 Annual School Budget)
- March 25, 2013 – Regular Meeting – Township Municipal Building – 7:30 p.m. (Public Hearing on the 2013-2014 Annual School Budget)

Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

René Rovtar, Ed.D.  
Superintendent of Schools

