

LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
FEBRUARY 25, 2013

The Long Hill Township Board of Education held a Regular Monthly Meeting on Monday, February 25, 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: Mr. Blocker, Mr. Brown, Mr. LoCascio, Miss Nyquist, Mr. Russo,  
Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: Ms. Barone, Mr. Meringolo.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools  
Mr. Esposito, Business Administrator/Board Secretary  
Mrs. Franklin, LHEA President  
1 township reporter

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: None.

BOARD COMMITTEE REPORTS

Finance – Mr. Russo reported the committee met and reviewed the bills and found all in order for payment.

WHRHS Liaison – Miss Nyquist attended the Board meeting and reported on a student presentation about bullying. The Board also discussed graduation and Buildings & Grounds issues. Work on the budget is in progress; they will be adding new special education positions and one full time security position. The Board hopes to hire a new Superintendent by May 6.

Community Relations – Miss Nyquist reported a brief meeting was held to orientate new members to the role of the committee. They also reviewed the policy to ensure they are following their mission.

Buildings & Grounds – Mr. Russo reported we have purchased a new dump truck.

SPORT – Mr. LoCascio reported the SPORT meeting has been postponed to February 27.

Mr. Blocker commented on the success of the Long Hill Township Talent Show.

#### SUPERINTENDENT'S UPDATE

Dr. Rovtar reported on the following:

- A resolution has been added to the agenda to accept the resignation of Mrs. Kristi Flint, 7<sup>th</sup> grade math teacher. Dr. Rovtar thanked Mrs. Flint for her 10 years of service and wished her well in her future endeavors.
- An application has been submitted to the New Jersey School Boards Association to request that the Central School STAR program be considered for recognition in Innovative Programs in Special Education.

#### BOARD SECRETARY UPDATE

Mr. Esposito reported he has been working on the following:

- 2013-2014 budget. State aid figures will be released this week.
- The Extraordinary Aid application for the district is due February 28<sup>th</sup>.
- RFP for custodial services for the 2013-2014 school year.
- Financial Reports for December, 2012 and January, 2013.

#### 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 Mr. Russo and seconded by Mr. Blocker that the following minutes of the Long Hill Township Board of Education be accepted as amended and made part of the public record:

APPROVAL OF  
MINUTES

February 11, 2013 Worksession – Public and Private Sessions

ROLL CALL VOTE on resolution #1:

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

NO: None.

Resolution #1 carried 7-0.

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.

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 Payrolls for January 15 and 30, 2013 and the List of Bills for February 1, 12, 21 and 25, 2013 for payment as follows (as attached):

APPROVAL OF  
BILLS LIST

**Payroll for January 15, 2013**

Fund 10	\$ 23,958.09
Current Expense-Fund 11	\$417,830.67
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
<b>Total</b>	<b>\$441,788.76</b>

**Payroll for January 30, 2013**

Fund 10	\$ 24,121.27
Current Expense-Fund 11	\$400,010.37
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
<b>Total</b>	<b>\$424,131.64</b>

**Bills for February 1, 2013**

Fund 10	\$ -0-
Current Expense-Fund 11	\$ -0-

Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$425,631.25
<b>Total</b>	<b>\$425,631.25</b>

**Bills for February 12, 2013**

Fund 10	\$ -0-
Current Expense-Fund 11	\$147,481.26
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
<b>Total</b>	<b>\$147,481.26</b>

**Bills for February 21, 2013**

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 476.78
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
<b>Total</b>	<b>\$ 476.78</b>

**Bills for February 25, 2013**

Fund 10	\$ -0-
Current Expense-Fund 11	\$437,882.50
Capital Outlay-Fund 12	\$ 51,421.00
Special Revenue Fund-Fund 20	\$ 52,237.67
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
<b>Total</b>	<b>\$541,541.17</b>

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an agreement with Schoolwires, Inc. of State College, PA in the amount of \$9,076.00 for the provision of school district website development, online training and web hosting for the Long Hill Township School District website effective March 1, 2013.

APPROVAL OF  
AGREEMENT WITH  
SCHOOLWIRES, INC.

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract with First Student to provide transportation for students #5641637908 and #7891447164

APPROVAL OF  
TRANSPORTATION

between their temporary housing arrangement to Gillette and Millington Elementary Schools. The cost for transporting both students is \$230.00 per day. This contract shall be effective from February 19 – June 30, 2013.

5. 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:

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

NO: None.

Resolutions 2,3,4,5 carried 7-0.

It was moved Miss Nyquist and seconded by Mr. Blocker that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 6,7,8.

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.

6. 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 \$650.00 to Marina Muchnik, Licensed Bilingual Speech Language Pathologist for a Speech/Language Assessment Report for student #3070943647 to assist in determining special education classification category.

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an extension to the maternity leave approved for Yailin Sima, teacher assistant. The leave was originally approved on June 25, 2012. The NJ Family Leave for childcare (unpaid) was originally approved to end on March 27, 2013. The leave will be extended to June 30, 2013.

APPROVAL OF EXTENSION OF MATERNITY LEAVE FOR Y. SIMA

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an extension to the appointment of Kristen Mastrogiovanni as a maternity leave replacement teacher assistant. This appointment was originally approved on October 8, 2012 to run for the period November 12, 2012 through March 27, 2013. The appointment will be extended to June 30, 2013.

EXTENSION OF  
MATERNITY LEAVE  
REPLACEMENT  
DATE

ROLL CALL VOTE on resolutions 6,7,8:

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

NO: None.  
Resolutions 6,7,8 carried 7-0.

It was moved by Mr. Russo and seconded by Mr. Stevens that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 9,10,11,12.

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.

9. 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

February 28, 2013 – STAR Program – Liberty Science Center	
8:15 a.m. to 2:30 p.m.	Jersey City, NJ
\$227.50 admission and lunch	4 students, 1 teacher, 2 teacher assistants

April 23, 2013 – Grade 1 –	Jenkinson’s Aquarium
9:30 a.m. to 3:00 p.m.	Point Pleasant, NJ
\$17.00 per student, parent paid	90 students, 6 teachers, 3 teacher assistants, 1 nurse, 15 parents

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, adopt the following policies on a second reading:

ADOPTION  
OF POLICIES

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

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the Harassment, Intimidation and Bullying Report for the period ending February 11, 2013.

ACCEPTANCE OF  
HIB REPORT

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept, with regret, the resignation of Kristi Flint, seventh grade math teacher, for the purpose of deferred retirement, effective March 15, 2013.

K. FLINT  
RESIGNATION

ROLL CALL VOTE on resolutions 9,10,11,12:

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

NO: None.  
Resolutions 9,10,11,12 carried 7-0.

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ITEMS FOR DISCUSSION

OLD BUSINESS

Miss Nyquist asked about attending a Finance training session.

Mr. Russo asked about bus issues in bad weather and Dr. Rovtar responded.

NEW BUSINESS

Mrs. Scanlon talked about the on-line Superintendent Evaluation. She confirmed that all 9 Board Members are eligible to submit an evaluation of Dr. Rovtar. All responses go directly to New Jersey School Boards Association who collate the responses for the Board. Mrs. Scanlon told everyone to complete the evaluation by March 29.

COMMENTS FROM THE PUBLIC: None.

FUTURE MEETING DATES

March 4, 2013 – Worksession Meeting – 7:30 p.m. – Township Municipal Building – 7:30 p.m. -  
Approval of submission of tentative 2013-2014 budget to the Executive County Superintendent.

March 25, 2013 – Regular Meeting – 7:30 p.m. – Township Municipal Building – 7:30 p.m. –  
Public Hearing on the 2013-2014 Annual Budget.

It was moved by Mr. Blocker and seconded by Mr.  
Russo that the meeting adjourn. Motion carried  
7-0. Meeting adjourned at 8:05 p.m.

ADJOURNMENT

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Respectfully submitted,

John Esposito  
Business Administrator/Board Secretary

René Rovtar, Ed.D.  
Superintendent of School

JE:mh