

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION/REGULAR MEETING
JULY 16, 2012

The Long Hill Township Board of Education held a Worksession and Regular Meeting on Monday, July 16, 2012 in the Long Hill Township Municipal Building. The meeting was called to order by Board President Lisa Scanlon at 7:30 p.m.

MEMBERS PRESENT: Ms. Barone, Mr. Blocker, Mr. LoCascio, Mr. Russo,
Mrs. Scanlon.

MEMBERS ABSENT: Mr. Meringolo, Miss Nyquist, Dr. Rae.

OTHERS PRESENT: Dr. Rovtar, Superintendent of Schools
Mr. Esposito, Business Administrator/Board Secretary
Mrs. Dawson, Millington School Principal
Mr. Blinder, Technology Coordinator
Mr. Stevens, Board of Education Candidate

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

Dr. Rovtar received letters from a former student and her parents thanking the Board for the Horizon Art Program last year.

INTERVIEW OF CANDIDATES FOR BOARD MEMBER VACANCY

Mrs. Scanlon talked about the open Board position and the role of a school Board of Education member. She then introduced Mr. Nicholas Stevens, the lone applicant for the opening. The Board Members asked Mr. Stevens several questions regarding his background and qualifications.

APPOINTMENT OF CANDIDATE TO BOARD

It was moved by Ms. Barone and seconded by Mr. Blocker that the Long Hill Township Board of Education appoint Mr. Nicholas Stevens to the Board of Education, effective immediately.

MR. STEVENS
APPOINTED TO
BD. OF ED.

ROLL CALL VOTE:

YES: Ms. Barone Mr. LoCascio Mr. Russo
 Mr. Blocker Mrs. Scanlon

NO: None.

Mr. Stevens appointed to the Board of Education. _____

BOARD COMMITTEE REPORTS

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

Buildings & Grounds – Mr. Russo talked about Central School fields and what we could do with land behind the school. Discussion ensued regarding what the issues are and how best to determine what direction to go in. Mrs. Scanlon suggested the Buildings & Grounds Committee meet again to identify the best approach.

SUPERINTENDENT'S UPDATE

Dr. Rovtar reported on the following:

- The district received approval of its Professional Development Plan from Morris County.
- The notifications to the grant recipients for the second cohort of the Excellent Educators for New Jersey have been delayed again, but she is expecting to receive a final decision from the NJ Department of Education this week.

ADMINISTRATORS AND SUPERVISORS UPDATES

Millington School

Mrs. Dawson reported on the following:

- She has been working on the master schedule and finalizing class lists. Class assignments will be sent home the last week of August.

- Mrs. Dawson attended the 3 day New Teacher Evaluation Training following the Danielson model at WHRHS.
- Eight new students have enrolled at Millington School for September.
- Projected enrollment figures are as follows: 2nd grade – 71 students, 3rd grade – 89 students, 4th grade – 89 students, 5th grade – 111 students. Total: 360 students.

Technology Coordinator

Mr. Blinder reported that the summer technology projects are on schedule. The wireless installation at Central will take place at the beginning of August.

Central School

In Mr. Villar's absence, Dr. Rovtar reported on the following:

- The 8th grade dance was held on June 18 at the Primavera.
- The 8th grade breakfast was June 19 before the school-wide awards ceremony.
- Mr. Villar thanked the staff and Mrs. Altebrando for organizing the dance and breakfast.
- The annual talent show was held on June 20. Mr. Villar thanked Mr. Salzer for organizing the show.
- The school picnic was held on June 20.
- Study Island is available for all students to review their math work.
- Reading lists are available through the District website.

BOARD SECRETARY'S UPDATE

Mr. Esposito indicated that Ralph Goodwin, the Morris County School Business Administrator, visited the district today for the purpose of conducting a pre-walk through of the facilities as preparation for the district facilities inspection that will occur in September as part of the QSAC monitoring. The review involves the facilities checklist which addressed code and safety items. No significant problems were identified. Minor issues identified will be addressed prior to the QSAC visit.

Mr. Esposito stated that the bids for the Central Gym Lighting Project and the Gillette Roof Project will be received on Thursday. The Board will meet on Friday morning to award the contracts because time is of the essence to get the work accomplished.

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 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

June 25, 2012 – Regular Meeting – Public Session
June 29, 2012 – Special Meeting – Public Session

It was moved by Mr. Russo and seconded by Ms. Barone that the Board table the June 29, 2012 Special Meeting minutes. Motion carried 5-0.

ROLL CALL VOTE on June 25, 2012 minutes:

YES: Ms. Barone Mr. Blocker Mr. LoCascio
Mr. Russo Mrs. Scanlon

NO: None.
Mr. Stevens abstained.
Resolution #1 carried 5-0-1.



It was moved by Mr. Blocker and seconded by Mr. Russo that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 2 and 3.

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 List of Bills for June 30, 2012 for payment as follows (as attached):

APPROVAL OF BILLS LIST

Bills List for June 30, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$144,644.35
Capital Outlay-Fund 12	-0-

Special Rev. Fund-Fund 20	\$ 75.00
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$144,719.35

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator, and Parette Somjen Architects, award a contract for the ADA Upgrades to the Nurse’s Office at Central Middle School to Lanyi & Tevald, Inc. in the amount of \$31,800; and furthermore, authorize the Business Administrator to sign a contract with Lanyi & Tevald Inc. for the project. This was the only quote received from the multiple contractors PSA contracted for the project.

APPROVAL OF
CONTRACT TO
LANYI & TEVALD

ROLL CALL VOTE on resolutions 2 and 3:

YES: Ms. Barone Mr. Blocker Mr. LoCascio
 Mr. Russo Mrs. Scanlon

NO: None.

Resolutions 2 and 3 carried 5-0.

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 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.

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the April 25, 2012 approval of the principals’ salaries for the 2012-2013 school year based on the contract with the Long Hill Association of School Administrators for the period July 1, 2011 through June 30, 2013 (as attached).

APPROVAL OF
REVISED
PRINCIPALS
SALARIES

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Elysse Orzepowski from the position of lunchroom/recess aide at Gillette School effective June 30, 2012.

E. ORZEPOWSKI
RESIGNATION

6. 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:

E. ORZEPOWSKI
APPOINTED TO
SUB. LIST

Elysse Orzepowski

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Carolyn Marsh to the position of Kindergarten teacher at Gillette School for the 2012-2013 school year at the Step 1 BA salary of \$48,220.00.

C. MARSH
APPOINTED
K. TEACHER

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Bret Katzoff, teacher at Central Middle School, effective June 30, 2012.

B. KATZOFF
RESIGNATION

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Suzanne Parker to the part time (.50) position of Special Education teacher at Central School for the 2012-2013 school year at the Step 1 MA salary of \$51,020.00 prorated.

S. PARKER
APPOINTED
P.T. TEACHER

ROLL CALL VOTE on resolutions 4,5,6,7,8,9:

YES: Ms. Barone Mr. Blocker Mr. LoCascio
Mr. Russo Mrs. Scanlon

NO: None.
Mr. Stevens abstained.
Resolutions 4,5,6,7,8,9 carried 5-0-1.

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 10,11,12,13,14,15,16.

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.

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Tara Stepanian, teacher at Central Middle School, effective June 30, 2012.

T. STEPANIAN
RESIGNATION

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, rescind the appointment of Susan Christensen-Leone, maternity leave replacement teacher for the STAR Program at Central Middle School, effective June 30, 2012.

S. LEONE
APPOINTMENT
RESCINDED

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of Lisa Sanfilippo to the position of maternity leave District Counselor for the 2012-2013 school year to reflect placement on the Step 1 MA salary of \$51,020.00.

L. SANFILIPPO
APPOINTMENT
REVISED

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Tracey O'Brien to the position of maternity leave Language Arts Teacher at Central Middle School at the Step 1 BA salary of \$48,220.00 prorated for the period from September 4 through December 14.

T. O'BRIEN
APPOINTED
MAT. LEAVE

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a lateral advancement on the salary guide for Andrew Gillespie from Step 7 BA+30/MA at \$61,275.00 to Step 7 MA at \$64,075.00 effective September 1, 2012.

A. GILLESPIE
SALARY GUIDE
ADVANCEMENT

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Consultant for Special Services, approve Ms. Michelle Lawton, a Behavioral Consultant, to provide 200 hours of behavioral consultation services for the 2012-2013 school year, at the rate of \$125.00 per hour. Cost not to exceed \$25,000.00.

APPROVAL OF
M. LAWTON
CONSULTATION
SERVICES

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the following appointments for the 2012-2013 school year:

APPROVAL OF
STIPEND
POSITIONS

<u>Sport/Activity</u>	<u>Advisor</u>	<u>Stipend</u>
Athletic Director	Maura Millman	\$4,396.00*
Environmental Club Adv.	Maura Aimette	\$ 686.00
Newspaper Advisor	Andrew Gillespie	\$2,009.00**
Student Council Advisor	Dan Salzer	\$2,009.00
Booster Club Advisor	Kerri Altebrando	\$2,009.00*
Boys' Soccer Coach	Michael Lisbona	\$2,994.00*
Girls' Soccer Coach	Marco Freyre	\$2,994.00*
Boys' Basketball	Peter Hockmeyer	\$2,994.00*
Girls' Basketball	Marco Freyre	\$2,994.00*
Girls' Softball	Peter Hockmeyer	\$2,994.00*
Fencing Coach	Eric Kirberger	\$2,994.00*
Cross Country Coach	Jim Barnum	\$1,497.00*
	Charles Mott	\$1,497.00*
Orchestra/Band Advisor	Eileen Shanagher	\$1,806.50*
	John Birckhead	\$1,806.50*
Choral Director	John Birckhead	\$2,382.00*
Theater Arts Advisor/ Vocal Coach	John Birckhead	\$3,121.00*
Yearbook Advisor	Kathryn Ralston	\$1,004.50*
	Terry Heide	\$1,004.50*
Pens and Dreams Advisor	Maura Aimette	\$ 686.00
Consortium Activities Adv.	Andrew Gillespie	\$ 116.00*

*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

** Stipend to be paid through PTO contribution.

ROLL CALL VOTE on resolutions 10,11,12,13,14,15,16:

YES: Ms. Barone Mr. Blocker Mr. LoCascio
Mr. Russo Mrs. Scanlon

NO: None.

Mr. Stevens abstained.

Resolutions 10,11,12,13,14,15,16 carried 5-0-1.

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

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, schedule a Special Meeting of the Board of Education for Friday, July 20, 2012 at 7:00 a.m. for the purpose of taking action on personnel items and awarding contracts for the Gillette School Roof and Central School Gym Lighting Projects based on bids to be received on July 19, 2012.

APPROVAL OF
SPECIAL MEETING

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the revised calendars for the 2012-2013 and 2013-2014 school years.

APPROVAL OF
REVISED
CALENDARS

ROLL CALL VOTE on resolutions 17 and 18:

YES: Ms. Barone Mr. Blocker Mr. LoCascio
Mr. Russo Mrs. Scanlon

NO: None.

Mr. Stevens abstained on resolutions 17 and 18.

Resolutions 17 and 18 carried 5-0-1.

ITEMS FOR DISCUSSION

Mrs. Scanlon stated that she will be reviewing the Board committees and make recommendations for assignments.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Russo and seconded by Ms. Barone that the meeting adjourn. Motion carried 6-0. Meeting adjourned at 8:22 p.m.

ADJOURNMENT

FUTURE MEETING DATES

August 20, 2012 – Worksession/Regular Meeting – Township Administration Building – 7:30 p.m.

September 10, 2012 – Worksession Meeting – Township Administration Building – 7:30 p.m.

September 24, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

JE:mh