

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION & REGULAR MEETING
AUGUST 20, 2012

The Long Hill Township Board of Education held a Worksession & Regular Meeting on Monday, August 20, 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: Ms. Barone, Mr. Blocker, Mr. LoCascio, Mr. Meringolo, Dr. Rae, Mr. Russo, Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: Mrs. Nyquist.

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

There were no communications.

BOARD COMMITTEE REPORTS

Finance – Mr. Blocker reported the committee met and reviewed the bills and found all in order for payment. The committee also recommends approval of the June financial reports.

Buildings & Grounds – Mr. Russo noted that the committee met and discussed several issues for the coming year. He noted that installing some fencing to protect batters at Central Field is a possibility.

SUPERINTENDENT'S UPDATE

Dr. Rovtar updated the Board on training for Teacher Evaluation and Observation. The Administrators have been training off and on all summer for the new program.

Dr. Rovtar presented Alex with the “Make a Difference Award” and noted all his accomplishments in the district despite being a one-person technology department. She thanked him for everything he does and the time he commits to Long Hill Township.

ADMINISTRATORS AND SUPERVISORS REPORTS

Millington School

Mrs. Dawson reported on the following topics:

- Mrs. Dawson has been finalizing the master schedule.
- Letter to parents regarding class assignments will be mailed on August 24.
- This letter will also inform parents of the pick-up and drop-off procedures at Millington School.
- Mrs. Dawson and Dr. Jones spent several days this month reviewing resumes and interviewing candidates for the first and third grade teaching positions.
- The projected enrollment for September is 72 students in second grade, 90 in third grade, 89 in fourth grade and 109 in fifth grade.

Gillette School/Curriculum

Dr. Jones reported on the following topics:

- There will be 2 new teachers at Gillette School; Ms. Marsh will teach kindergarten and Ms. Bauer will teach first grade.
- With the addition of a fifth section of first grade, the class size will now be 19.
- Dr. Jones thanked Mr. Blinder for installing the new Smart Boards in all the first grade classrooms.
- Back to School Night is September 18.
- Teacher placement letters will be sent out tomorrow.
- Open House will be September 5th from 2:30 p.m. to 3:00 p.m. for Gillette School students and their parents.
- The first day of school will be September 6.
- Dr. Jones thanked Mr. Erazo and the Temco staff for the work that has been completed in Gillette School over the summer.

- Dr. Jones noted that the current enrollment for kindergarten is 67 and first grade is 93.

Technology Coordinator

Mr. Blinder reported on the following topics:

- Mr. Blinder stated he attended the International Society for Technology Educators annual conference in San Diego.
- All new student accounts have been created, students have been promoted in the system, and graduating 8th graders accounts were removed.
- Millington School second/third grade lab and Central School computer lab were upgraded to Windows 7.
- 4 SmartBoards were installed in 1st grade classrooms.
- All 3 school buildings have been prepared for wireless.
- Accounts have been created for new teachers and Mr. Blinder reviewed technology information with them.

Central School

Mr. Villar is on vacation. It was noted that the orientation for 6th grade and new students will be on August 29 from 9:00 a.m. until noon. Incoming students will be able to receive their schedules and tour the building.

BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following topics:

- The current roof project and the upgrade to the Central School nurse's office are moving along nicely.
- The district has registered the Board to attend the New Jersey School Boards Convention in Atlantic City. If Board Members are interested in staying overnight, they should make their own hotel reservations and the district will reimburse them.
- Mr. Esposito has been very busy with the preparation of transportation routes. Bus passes should be mailed on Friday.
- He is also preparing the information for the milk program.
- The auditors will be here in September to do their field work.
- The QSAC monitoring facilities walk-through will be completed on September 27 by the County School Business Administrator.
- There are 315 students eligible for subscription busing; to date 109 have paid, which is approximately 35%.

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 presented/ amended and made part of the public record:

APPROVAL OF MINUTES

June 29, 2012 – Special Meeting – Public Session

YES: Mr. LoCascio Dr. Rae Mr. Russo
Mrs. Scanlon

NO: None.

Ms. Barone, Mr. Blocker, Mr. Meringolo and Mr. Stevens abstained on the June 29, 2012 minutes.

June 29, 2012 minutes approved 4-0-4.

July 16, 2012 – Regular Meeting – Public Session as amended

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

NO: None.

Dr. Rae abstained on the July 16, 2012 minutes.

July 16, 2012 minutes approved 7-0-1.

July 20, 2012 – Special Meeting – Public Session

YES: Mr. LoCascio Dr. Rae Mr. Russo
Mr. Stevens

NO: None.

Ms. Barone, Mr. Blocker, Mr. Meringolo and Mrs. Scanlon abstained on the July 20, 2012 minutes.

July 20, 2012 minutes approved 4-0-4.

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.

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.

2. RESOLVED that the Long Hill Township Board of Education approve the List of Bills for July 16, July 18, July 25, August 1, August 6, August 14 and August 20, 2012; and the list of Payrolls for July 13 and July 30, 2012 for payment as follows: (attached)

APPROVAL OF
BILLS LIST

Payroll for July 13, 2012

Fund 10	\$ 9,367.33
Current Expense-Fund 11	\$201,591.68
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$210,959.01

Payroll for July 30, 2012

Fund 10	\$ 10,080.47
Current Expense-Fund 11	\$160,679.05
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$170,759.52

Bills for July 16, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$135,949.10
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$151,602.92
Total	\$287,552.02

Bills for July 18, 2012

Fund 10	\$ 12,136.61
Current Expense-Fund 11	\$299,079.29
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ 7,454.40
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$318,670.30

Bills for July 25, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 62,080.27
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 62,080.27

Bills for August 1, 2012

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	\$ 20,631.25
Total	\$ 20,631.25

Bills for August 6, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$ 1,274.97
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$ 1,274.97

Bills for August 14, 2012

Fund 10	\$ -0-
Current Expense-Fund 11	\$131,906.00
Capital Outlay-Fund 12	\$ -0-
Special Revenue Fund-Fund 20	\$ -0-
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$131,906.00

Bills for August 20, 2012

Fund 10	\$ 42,372.30
Current Expense-Fund 11	\$159,614.75
Capital Outlay-Fund 12	\$ 3,702.30
Special Revenue Fund-Fund 20	\$ 7,004.97
Capital Projects-Fund 30	\$ -0-
Debt Services-Fund 40	\$ -0-
Total	\$212,694.32

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

APPROVAL OF TRANSFERS

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 June 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 JUNE, 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 June 30, 2012.

APPROVAL OF BD. SEC. & TREAS. JUNE, 2012

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

YES: Ms. Barone	Mr. Meringolo	Mr. Russo
Mr. Blocker		Mr. Stevens
Mr. LoCascio	Dr. Rae	Mrs. Scanlon

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

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 and the Business Administrator, approve the transportation contract with MUJC for the following Special Education: Extended Year bus routes in 2012-2013:

APPROVAL OF MUJC TRANSP. CONTRACT

Special Education-Extended Year-MUJC

<u>Route</u>	<u>Destination</u>	<u>Total Cost-EY</u>
901S	SKIP-EY	\$ 4,278.00
903S	ECLC	\$ 5,039.67
906S	SKIP-EY	\$ 6,556.80
921S	Montgomery Academy	\$ 1,631.40
931S	SKIP-EY	\$ 7,806.50
950S	DLC-Warren	\$ 3,758.42
954S	Midland School	\$ 4,545.93
Total Extended Year		\$33,616.72

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following Special Education: Regular Year bus routes in 2012-13:

APPROVAL OF MUJC TRANSP. CONTRACT

Special Education: Regular Year-MUJC

<u>Route</u>	<u>Destination</u>	<u>Total Cost-EY</u>
929	Montgomery Academy	\$ 27,101.68
934	ECLC	\$ 37,278.72
941	SKIP	\$ 76,846.50
954	Midland School	\$ 43,387.48
983	DLC-Warren	\$ 20,421.42
Total Regular Year		\$205,035.80

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with MUJC for the following Regular Education: Regular Year bus routes in School Year 2012-2013:

APPROVAL OF MUJC TRANSP. CONTRACT

Regular Education: Regular Year –MUJC

<u>Route</u>	<u>Destination</u>	<u>Total Cost-RY</u>
917	Gillette-K	\$ 20,594.70
918	Gillette-K	\$ 20,594.70
919	Gillette-K	\$ 21,473.10
933	GM-7	\$ 36,306.00
940	CSV-1/GM-9	\$ 40,423.50
967	CSV-5/GM-5	\$ 48,100.50
981	CSV-4/GM-1	\$ 38,502.00
Total Regular Year		\$225,994.50

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transportation contract with Dealaman Enterprises for the following Regular Education bus routes in School Year 2012-13. The allowable increase is equivalent to the Consumer Price Index (1.89%) from the previous year:

APPROVAL OF
DEALAMAN
TRANSP.
CONTRACT

<u>Contract 01-01</u>		<u>Contract 02-01</u>	
<u>Route</u>	<u>Cost</u>	<u>Route</u>	<u>Cost</u>
CSV-3	\$ 22,549.22	GM-10	\$ 39,706.19
GM-8	\$ 22,723.12	GM-11	\$ 33,301.96
Total	\$ 45,272.34	GM-12	\$ 33,301.96
		Total	\$106,310.11

<u>Contract CP2</u>	
<u>Route</u>	<u>Cost</u>
CSV-2	\$ 22,337.74
CSV-6	\$ 22,203.80
CSV-7	\$ 22,269.69
GM-2	\$ 22,665.01
GM-4	\$ 22,796.78
Total	\$112,273.03

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the following funds for the 2012-2013 school year:

ACCEPTANCE
OF NON PUBLIC
FUNDS

Chapter 192	\$10,750
Chapter 193	\$47,210
Non-Public Textbooks	\$10,463

Non-Public Nursing	\$14,521
Non-Public Technology	\$ 3,686

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the submission of the Fiscal Year 2013 No Child Left Behind Grant Application 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.

SUBMISSION OF
NCLB GRANT
APPLICATION

Title IIA (Professional Development)	
Long Hill Township School District	\$16,366.00
St. Vincent de Paul School	\$ 3,433.00
Title III (English Language Acquisition)	\$ 5,223.00

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 \$8,994.00 for the Fiscal Year 2013 No Child Left Behind.

ROLL CALL VOTE on resolutions 6,7,8,9,10,11:

YES: Ms. Barone	Mr. Meringolo	Mr. Russo
Mr. Blocker		Mr. Stevens
Mr. LoCascio	Dr. Rae	Mrs. Scanlon

NO: None.
Resolutions 6,7,8,9,10,11 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 12,13,14,15.

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 actions will be entertained.

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of

M. FREYRE
RESIGNATION

Marco Freyre from the positions of teacher at Millington School, Girls' Soccer Coach and Girls' Basketball Coach effective September 1, 2012.

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a medical leave of absence for Angela Petrilli, Millington School Librarian, for the period September 1 through October 22, 2012.

MEDICAL LEAVE
FOR A. PETRILLI

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the appointment of Marcie Skrobacz for the 2012-2013 school year to be a part-time .60 teacher at the Step 2 salary of \$49,820.

M. SKROBACZ
APPOINTMENT
REVISION

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Meredith McGuire as a medical leave replacement teacher for the position of librarian at Millington school for the period September 1, 2012 through October 22, 2012 at the Step 1BA salary of \$48,220.00 prorated.

M. MC GUIRE
APPOINTED
MED. LEAVE
REPLACEMENT

ROLL CALL VOTE on resolutions 12,13,14,15:

YES:	Ms. Barone	Mr. Meringolo	Mr. Russo
	Mr. Blocker		Mr. Stevens
	Mr. LoCascio	Dr. Rae	Mrs. Scanlon

NO: None.

Resolutions 12,13,14,15 carried 8-0.

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 16,17,18,19,20.

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.

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Justin Blanes to the position of third grade teacher at Millington School for the 2012-2013 school year at the Step 1 BA+30/MA salary of \$51,020.00.

J. BLANES
APPOINTED
THIRD GRADE
TEACHER

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

D. BAUER
APPOINTED
FIRST GRADE
TEACHER

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Paula Doumas to the position of part time (.52) Spanish teacher at Millington School for the 2012-2013 school year at the Step 1 BA+30/MA (.52) salary of \$26,530.40.

P. DOUMAS
APPOINTED
SPANISH
TEACHER

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the salary for Julie Evans, part time (.40) Basic Skills Teacher, for the 2012-2013 school year based on the salary guide approved in the 2012-2015 Agreement between the Long Hill Township Board of Education and the Long Hill Education Association. The revised salary is \$20,946.00, representing Step 4 BA (.40).

J. EVANS
SALARY
REVISION

20. 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:

APPOINTMENT
OF SUBSTITUTES

Jacqueline Constantinou
Stephanie Herkert
Alisa Phillips

Desiree DeNourie
Meredith McGuire
Arriette Reynolds
(substitute nurse)

ROLL CALL VOTE on resolutions 16,17,18,19,20:

YES: Ms. Barone	Mr. Meringolo	Mr. Russo
Mr. Blocker		Mr. Stevens
Mr. LoCascio	Dr. Rae	Mrs. Scanlon

NO: None.

Resolutions 16,17,18,19,20 carried 8-0.

ITEMS FOR DISCUSSION

OLD BUSINESS

Mr. Meringolo asked when updated enrollment figures will be available. Dr. Rovtar anticipated that updated figures should be available by September 1, although we typically continue to have new students register even on the first day of school.

Mr. Blocker asked when the individual NJASK scores might be available. Dr. Rovtar stated that we are expecting to receive the Individual Score Reports by September 10th. They will then be prepared for mailing home and should be sent out to parents within a week or so.

NEW BUSINESS

Mrs. Scanlon provided a listing of Board Committee assignments that will be in effect until the reorganization meeting in January, 2013.

COMMENTS FROM THE PUBLIC: None.

It was moved by Mr. Meringolo and seconded by Mr. Blocker that the meeting adjourn. Motion carried 8-0. Meeting adjourned at 8:25 p.m.

ADJOURNMENT

FUTURE MEETING DATES

September 10, 2012 – Worksession Meeting – Township Municipal building – 7:30 p.m.
September 24, 2012 – Regular Meeting – Township Municipal Building – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

