

LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
SEPTEMBER 10, 2012

The Long Hill Township Board of Education held a Worksession on Monday, September 10, 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, Miss Nyquist, Dr. Rae, Mr. Russo, Mr. Stevens, Mrs. Scanlon.

MEMBERS ABSENT: None.

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 Director
Mr. Blinder, Technology Coordinator
Mrs. Franklin, LHEA President
1 township resident

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: None.

BOARD COMMITTEE REPORTS

Buildings & Grounds – Mr. Russo reported the committee has estimated that soccer and baseball fields would fit into the area behind Central School on land owned by the Board of Education.

Curriculum – Ms. Barone reported there is a meeting scheduled with Dr. Jones on October 7 to review curriculum mapping.

Mrs. Scanlon attended the FORCE meeting and reminded everyone of the 5K race on October 6, 2012.

SUPERINTENDENT’S UPDATE

Dr. Rovtar gave a presentation of Student Achievement in the 2011-2012 school year. Our results meet or exceed comparable districts in the State in terms of socioeconomic status. Dr. Rovtar expressed her thanks to the teachers, administrators and other support staff members who have worked so hard to attain these results. A copy of the presentation is on the district website.

Dr. Rovtar reminded the school community of the upcoming FORCE 5K race on October 6 at 8:30 a.m. at Central School. This is a major fundraiser for Force and a registration form can be found on the FORCE website.

ADMINISTRATORS AND SUPERVISORS UPDATES

Millington School

Mrs. Dawson reported on the following topics:

- The students were welcomed back on September 6.
- Mrs. Dawson extended a personal welcome to all new families as well as 2nd grade students and their parents.
- The teachers have begun work on the Data Driven Initiative that we have put into place over the past few years.
- Students and teachers are encouraged to wear red, white and blue on September 11 for Patriots Day.
- Code of Conduct assemblies are scheduled for September 18.
- Back to School Night is September 22.
- Current student enrollment is: Grade 2 – 72, Grade 3 – 90, Grade 4 – 88, Grade 5 – 108 for a total of 358.

Gillette School

Dr. Jones reported on the following topics:

- Many families attended the Meet the Teacher session on September 5.
- Students and staff have been asked to wear red, white and blue on Patriots Day.
- PRO class parent meeting will be held this Thursday at 10:00 a.m.

- Back to School Night is September 18.
- There will be an all-school assembly on September 18 focusing on our school theme this year which is “Celebrating our Differences”.
- The book of the month for September is The Crayon Box That Talked.
- On September 27 the school is participating in Dress 4 Pediatric Cancer Day. Children come to school wearing something yellow and bring a dollar to support this cause.
- The PTO is planning a Social on October 3 from 6-8 p.m. on the Gillette School field.

Curriculum

Dr. Jones reported on the following:

- The Teacher Assistant training she set up with Michelle Lawton, our Behavioral Specialist, went very well.
- A SmartBoard Flex Day workshop has been scheduled for September 20.
- Dr. Jones will be attending an AntiBullying workshop presented by the State of New Jersey on September 21.
- Donna Schmitz and Dr. Jones will be presenting a flex day on Domain 2 and 3 of the new teacher evaluation system.
- On October 16 Dr. Jones will be attending a Common Core workshop that will focus on the areas of LAL and Math.

Central School

Mr. Villar reported on the following topics:

- The opening of school ran very smoothly.
- The year has started with 332 total students.
- A New Student Orientation was held on August 29. About 80 to 90 students attended.
- Central School posts a bulletin daily with complete information on the news activities and upcoming events of the school.
- Central School has been awarded an Artist in Residency Grant that will allow the school to host a master level artist to work with students on stained glass making. It is expected the artist will be on site for 17 days between January and May.
- Picture Day is scheduled for September 13.
- The Magazine Drive kick-off will be on September 20.
- Back to School Night will be on September 27.

Technology

Mr. Blinder reported there are no major problems in the Technology Department. Seven new projectors have been installed in Millington School. The final SmartBoard was installed in Gillette School. Mr. Blinder thanked Noah Scanlon for his volunteer assistance with the installation. Next week Dyntak will be out to work on the configuration of the wireless installation at Central School.

BOARD SECRETARY'S UPDATE

Mr. Esposito reported on the following:

- The Auditors are here all week to review the 2011-2012 year.
- Roof work at Gillette and ADA restroom at Central are completed – on time and on budget.
- Transportation has taken over all of his time: there are 923 students in VersaTrans, 579 students on buses, 303 are eligible for subscription busing and 130 (43%) have paid.
- the New Jersey School Boards convention is October 23,24,25 in Atlantic City.
- Mr. Esposito reminded those Board Members who need mandatory training to sign up or contact his office.
- Mr. Esposito thanked the administrators for working as a team in a collaborative effort during the observation and evaluation training, saying it is a genuine pleasure to be a part of this group.
- He also thanked Mrs. Herrmann and Mrs. Mickles for their help with transportation.

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

August 20, 2012 – Worksession/Regular Meeting – Public Session

ROLL CALL VOTE on resolution #1:

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

NO: None.

Miss Nyquist abstained on resolution #1.

Resolution #1 carried 8-0-1.

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 2,3,4.

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, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve the payment of \$8,177.53 to Somerset County Educational Services for transportation for the period 6/18/12 – 7/31/12. Students were transported to their Out-of-District placements for ESY.

APPROVAL OF
TRANSP. COSTS
TO SOMERSET
COUNTY ED.
SERVICES

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Director of Special Services, accept the following tuition students for the 2012-2013 school year. Students will be placed in the Long Hill Township KIT Program. The annual cost of tuition will be \$30,000 with an additional charge of \$50.00 a session for related services provided, as per student’s IEP.

ACCEPTANCE
OF TUITION
STUDENTS

Student 4676394293 from the Harding Township School District
Student 9827789230 from the Livingston School District
Student 2012201301 from the Berkeley Heights School District

4. 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:

| | | | |
|------|--------------|---------------|--------------|
| YES: | Ms. Barone | Mr. Meringolo | Mr. Russo |
| | Mr. Blocker | Miss Nyquist | Mr. Stevens |
| | Mr. LoCascio | Dr. Rae | Mrs. Scanlon |

NO: None.
Resolutions 2,3,4 carried 9-0.

It was moved by Mr. Russo and seconded by Ms. Barone that the Long Hill Township Board of Education approve the following recommendations of the Superintendent numbered 5,6,7.

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.

5. 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 the out-of-district placement of student #2218973784 at the Hunterdon Learning Center, as per the student's IEP, for the 2012-2013 at the annual tuition of \$41,454.00.

APPROVAL OF OUT OF DISTRICT PLACEMENT

6. 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 Ms. Anne Elmowitz, a Wilson Language and Reading Consultant, to provide reading instruction five hours a week during the 2012-2013 school year at the rate of \$75.00 per hour. Services will be provided to students #3488195714, #4803699812 and #691899679 as per the student's IEPs. Annual cost not to exceed \$15,000.00.

APPROVAL OF A. ELMOWITZ, READING INSTRUCTOR

7. 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 contracts for Itinerant Teacher services with Summit Speech School, September 2012-June 2013. The services are provided at the rate of \$145.00 per hour. Total annual cost is not to exceed \$50,000. Services are requested for the following students, as per their IEPs:

APPROVAL OF
ITINERANT
TEACHER
SERVICES

| | |
|-------------|---------------------------------|
| #9264906891 | 2 x 60 minute sessions per week |
| #7700417730 | 6 x 60 minute sessions per year |
| #9068278023 | 1 x 60 minute session per week |
| #8410365288 | 1 x 60 minute session per month |
| #2473524162 | 1 x 60 minute session per week |
| #1597713160 | 2 x 60 minute sessions per week |

ROLL CALL VOTE on resolutions 5,6,7:

| | | |
|-----------------|---------------|--------------|
| YES: Ms. Barone | Mr. Meringolo | Mr. Russo |
| Mr. Blocker | Miss Nyquist | Mr. Stevens |
| Mr. LoCascio | Dr. Rae | Mrs. Scanlon |

NO: None.

Resolutions 5,6,7 carried 9-0.

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 8,9,10.

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.

8. 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> |
|-----------------------|------------------|----------------|
| Girls' Soccer Coach | Peter Hockmeyer | \$2,994.00* |
| Booster Club Advisor | Kerri Altebrando | \$2,009.00* |

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

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Emily Palla as a Full Time Teacher Assistant at Gillette School for the 2012-2013 school year at the Step 1 salary of \$31,343.00 (Ms. Palla is employed to assist with a tuition student and her salary and benefits costs will be reimbursed by the Berkeley Heights School District.)

E. PALLA
APPOINTED
TEACHER ASST.

ROLL CALL VOTE on resolution #9:

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

NO: None.
Miss Nyquist abstained on resolution #9.
Resolution #9 carried 8-0-1.

10. 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:

P. DOUMAS
APPOINTED TO
SUB. LIST

Paula Doumas

ROLL CALL VOTE on resolutions 8 and 10:

| | | | |
|------|--------------|---------------|--------------|
| YES: | Ms. Barone | Mr. Meringolo | Mr. Russo |
| | Mr. Blocker | Miss Nyquist | Mr. Stevens |
| | Mr. LoCascio | Dr. Rae | Mrs. Scanlon |

NO: None.
Resolutions 8 and 10 carried 9-0.

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

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Curriculum and the Business Administrator, approve the following updated curriculum guides for implementation in the 2012-2013 school year:

APPROVAL OF CURRICULUM

- Comprehensive Health and Physical Education
- World Language
- Technology Integration
- Science
- Math Grades 3-5
- Language Arts K-8

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the administrative team, adopt the Charlotte Danielson Framework for Teaching and the Teachscape software as the rubric and method of conducting teacher observations and evaluations for the 2012-2013 school year.

ADOPTION OF EVALUATION SOFTWARE

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the continued implementation of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2012-2013 school year.

APPROVAL OF MEMORANDUM OF AGREEMENT

ROLL CALL VOTE on resolutions 11,12,13:

| | | | |
|------|--------------|---------------|--------------|
| YES: | Ms. Barone | Mr. Meringolo | Mr. Russo |
| | Mr. Blocker | Miss Nyquist | Mr. Stevens |
| | Mr. LoCascio | Dr. Rae | Mrs. Scanlon |

NO: None.
Resolutions 11,12,13 carried 9-0.



ITEMS FOR DISCUSSION

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE PUBLIC: None.

It was moved by Ms. Barone and seconded by Mr. Meringolo that the meeting adjourn. Motion carried 9-0. Meeting adjourned at 8:39 p.m.

ADJOURNMENT

FUTURE MEETING DATES

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

October 8, 2012 – Worksession Meeting – 7:30 p.m. – Township Municipal Building – 7:30 p.m.

October 22, 2012 – Regular Meeting – 7:30 p.m. – Township Municipal Building – 7:30 p.m.

Respectfully submitted,

John Esposito
Business Administrator/Board Secretary

René Rovtar, Ed.D.
Superintendent of Schools

JE:mh