

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
February 13, 2012
7:30 p.m.**

AGENDA

CALL TO ORDER

ROLL CALL

**Ms. Barone
Mr. Blocker
Mr. Carbone, Sr.**

**Mr. LoCascio
Mr. Meringolo
Mrs. Nyquist**

**Dr. Rae
Mr. Russo
Mrs. Scanlon**

PLEDGE OF ALLEGIANCE

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 May 3, 2011. 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

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

**Update on 2011-2012 District Goals
Make a Difference Award – Donna Strock**

ADMINISTRATORS AND SUPERVISORS UPDATES

BOARD SECRETARY'S UPDATE

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.

RESOLUTIONS

Minutes

1. RESOLVED that the following minutes of the Long Hill Township Board of Education be accepted as presented and made part of the public record:

January 23, 2012 – Regular Meeting – Public and Private Sessions

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of December 31, 2011 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.

ACTION OF THE BOARD _____

3. 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 December 31, 2011.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for December 31, 2011.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract with The Substitute Service, LLC for the provision of substitute calling services for the 2012-2013 school year at an annual cost of \$4,856.68.

ACTION OF THE BOARD _____

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator approve the following resolution regarding moving the Annual School Election from April to the General Election in November.

Establishing the Election of Members of the Long Hill Township Board of Education as the First Tuesday after the First Monday in November

WHEREAS, P.L. 2011, c.202 (Senate Bill 3148) authorizes a local board of education to change the election date of school board members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election); and

WHEREAS, Such action requires the adoption of a resolution by a majority vote of a quorum of the local board of education; and

WHEREAS, P.L. 2011, c. 202 (S-3148) requires that the change in election date remain in effect for four years; and

WHEREAS, P.L. 2011, c. 202 (S-3148) eliminates the annual voter referendum on the proposed general fund tax levy (i.e., the base budget which is at or below the statutory tax levy cap) in school districts where board of education members are selected at the General Election; and

WHEREAS, P.L. 2011, c. 202 (S-3148) requires that an additional general fund tax levy proposal (i.e., for an expenditure in excess of the tax levy cap) be presented to voters as a separate question at the General Election; and

WHEREAS, The Long Hill Township Board of Education believes that the financial interest of its constituents is safeguarded by the state's tax levy cap and the thorough review of the proposed school budget by the Executive County Superintendent and the Executive County School Business Administrator; and

WHEREAS, The Long Hill Township Board of Education believes that more citizens will participate in the selection of its members at the General Election than on the third Tuesday in April and that the higher level of participation will foster positive interest in our public schools; and

WHEREAS, The Long Hill Township Board of Education is committed to the non-partisan status of school board membership and the non-partisan conduct of school elections, and believes this principle will not be compromised by conducting board member elections in November. Now therefore be it

RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), the Long Hill Township Board of Education changes the annual election date for its members from the third Tuesday in April to the first Tuesday after the first Monday in November (the General Election), beginning in 2012; and be it further

RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), this change will remain in effect at least through November 2015; and

RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), the annual organization meeting of the Long Hill Township Board of Education will take place in the first week of January following the November General Election and that the board of education's next organization meeting will take place on January 7, 2013; and be it further

RESOLVED, That, pursuant to P.L. 2011, c. 202 (S-3148), members of the Long Hill Township Board of Education whose terms would have expired by May 1, 2012 will continue to serve in office until the January 2013 organization meeting; and be it further

RESOLVED, That this resolution be transmitted to Governor Christopher Christie, Lieutenant Governor/Secretary of State Kimberly M. Guadagno; Richard E. Constable, III, Acting Commissioner, Department of Community Affairs; Robert F. Giles, Director, Division of Elections, Department of State; the Morris County Clerk; the Morris County Board of Elections; Christopher Cerf, Acting Commissioner of Education; the Division of Finance, New Jersey Department of Education; and Dr. Kathleen Serafino, Executive County Superintendent for Morris County; and be it further

RESOLVED, That a copy of this resolution be provided to the New Jersey School Boards Association and the New Jersey State League of Municipalities.

ACTION OF THE BOARD _____

7. 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.

ACTION OF THE BOARD _____

Special Education

8. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve home instruction for student #4728834416. Home instruction will be provided by Mrs. Marcie Skrobacz for 1 hour per day, 5 hours per week. Instruction will begin January 31, 2012 and continue until the student is able to return to school on a full time basis, on the advice of medical personnel. Instruction will take place at Central School. As per the LHEA contract the instructor will be paid at the rate of \$36.72 per hour.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services, and the Business Administrator, approve home instruction for student #1958405734. Home instruction will be provided by Mrs. Maryann Infantini and Mrs. Susan Berlin for a maximum of 2 hours per day, 10 hours per week. Instruction will begin February 2, 2012 and continue until the student is able to return to school on a full time basis. As per the LHEA contract the instructor s will be paid at the rate of \$36.72 per hour

ACTION OF THE BOARD _____

Curriculum

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

May 3, 2012 9:00 a.m. to 2:30 p.m.. \$17.00 per student – parent paid	Kindergarten Students	The Turtle Back Zoo West Orange, NJ 78 students, 4 teachers, 1 nurse, 8 parents
February 2, 2012 8:30 a.m. to 2:00 p.m.. To see the judicial process at work	STAR Program Students	Morris County Courthouse and Jail, Morristown, NJ 3 students, 1 teacher, 1 teacher assistant
May 16, 2012 10:15 a.m. to 2:45 p.m.. Cost of the trip paid by a FORCE grant	Fifth Grade Students	The Newark Museum Newark, NJ 110 students, 6 teachers, 1 nurse, 2 teacher assistants, 3 or 4 parents

ACTION OF THE BOARD _____

Personnel

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 2011-2012 school year.

Joan Vascellaro (substitute secretary)

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a paid medical leave for Helen Koss, lunch room/recess aide at Gillette School, through June 30, 2012 in accordance with terms of the Agreement dated February 6, 2012.

ACTION OF THE BOARD _____

Policy

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies as reviewed by the Policy Committee:

2130	Job Descriptions and Evaluations of Administrators
2130R	Administrative Regulation: Job Descriptions and Evaluations of Administrators
5122	Acceleration/Promotion/Retention
5122R	Administrative Regulation: Acceleration/Promotion/Retention
5124R	Administrative Regulation: Reporting to Parents/Guardians
5125R	Administrative Regulation: Student Records

ACTION OF THE BOARD _____

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

3320	Purchasing Procedures
3320R	Administrative Regulations: Purchasing Procedures
6154	Homework/Make-Up Work

ACTION OF THE BOARD _____

Other

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the Harassment, Intimidation, and Bullying report and affirm the Superintendent's decision for the period ending January 23, 2012.

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

PRIVATE SESSION

The Board shall enter into Private Session for the purpose of discussing the upcoming negotiations with the Long Hill Education Association and a report to the Board on an incidence of harassment, bullying and intimidation. Disclosure of the negotiations discussion will be permitted following formal action by the Board at an open public meeting.

ADJOURNMENT

FUTURE MEETING DATES

February 27, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.
March 12, 2012 – Worksession Meeting – Township Administration Building – 7:30 p.m.
March 26, 2012 – Regular Meeting and Public Hearing on the 2012-2013 Budget – Township Administration Building – 7:30 p.m.