

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
May 14, 2012
7:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

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

**Mr. LoCascio
Mr. Meringolo
Ms. 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 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

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

ADMINISTRATORS AND SUPERVISORS REPORTS

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:

April 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 March 31, 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.

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 March 31, 2012.

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 March 31, 2012.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, enter into an agreement with Energy for America, Inc. to provide professional engineering services as follows: prepare a Contracted Maintenance Plan through the preparation of renewal contracts for trades with significant outside contractor work. EFA will: obtain current prevailing wage rate determinations from the state; calculate any necessary contract hourly rate increases; and prepare and distribute renewal contracts to the contractor and owner. The fee for these services is \$165.00 plus \$65.00 for trade. The Board will renew six trades, for a total cost of \$555.00, which will be payable in the 2012-2013 school year. The trades being renewed for the district are:

- Boiler Cleaning and Repair
- Burner Service
- Electrical Repairs
- HVAC Equipment Repairs
- Plumbing Repairs
- Roofing Repairs

ACTION OF THE BOARD _____

Special Education

6. RESOLVED that the Long Hill 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 six hours a week, for four weeks during the extended school year program, at the rate of \$75.00 per hour. Services will be provided to the following students: #4803699812, #3488195714 and #691899679, as per their IEP's. Cost not to exceed \$1,800.00.

ACTION OF THE BOARD _____

7. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a contract for the period July 1, 2012 through June 30, 2013 with Brookwood Consulting for the provision of consultation to the district on special education services. The per diem rate shall continue to be \$550.00 per day. Total contractual cost not to exceed \$66,000.

ACTION OF THE BOARD _____

Curriculum

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Central Middle School Principal, authorize the participation of Central Middle School as a partner in the Roots Program, an anti-bullying, harassment and intimidation (HIB) program run out of Princeton University, for the 2012-2013 school year. The Roots Program will provide Central Middle School with a fully funded intervention that uses social scientific insights for improving a school's social climate and reducing HIB behavior. The intervention will track the HIB climate at CMS using student surveys that are administered to all students three times throughout the school year as well as teacher surveys. All information collected in the program will remain confidential. All reports will reference students and teachers with random identification numbers. Small groups of student leaders will also participate in a training program to discourage HIB behavior within their school friendship groups and online, and to role model inclusive, tolerant behavior. The program is based on extensive social

scientific research and previous piloting of this program in other public middle and high schools.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Director of Curriculum, approves the adoption of the following textbooks for use beginning in the 2012-2013 school year:

Grades K-5 EnVision Math Common Core copyright 2012
Grades K-5 Focus Math Intensive Intervention copyright 2012

ACTION OF THE BOARD _____

Personnel

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an extension to the unpaid medical leave for Maura Millman through May 25, 2012.

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve an extension of the appointment of Jeffrey Sutherland as a leave replacement Physical Education and Health Teacher through June 20, 2012. It is noted that Mr. Sutherland's appointment will be on a full time basis through May 29, 2012 and on a part time (.50) basis effective May 30, 2012.

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 the appointment of Daniel W. Musacchio as a part time (.50) Music Teacher at Central Middle School for the period September 1, 2012 through June 30, 2012 at the BA Step 2 Salary of \$47,905* prorated. (*2011-2012 salary until a successor agreement with the LHEA is approved)

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and the Technology Coordinator, approve the following personnel to serve as Technology Contracted Service Providers as indicated below. Total payment for both Technology Contracted Service Providers shall not exceed \$1,500.00. Start date is contingent upon successful completion of completion of criminal background check.

Jennifer Scardelli* \$22.00 per hour effective from 05/15/2012 to 06/30/2012
Anna Bethlahmy \$15.00 per hour effective from 05/15/2012 to 06/30/2012

ACTION OF THE BOARD _____

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Principals, approve the following professional internship (student teaching) placements for the 2012-2013 school year:

Emily Warren Occupational Therapist Internship Fall 2012

ACTION OF THE BOARD _____

Technology/Buildings and Grounds

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and Technology Coordinator, accept the Wireless Project Proposal for Gillette, Millington and Central Schools from DynTek Services at a total cost of \$96,313.20. as per state contract.

ACTION OF THE BOARD _____

Buildings and Grounds

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, hereby approve the following resolution regarding the ADA Upgrades to the Nurse's Restroom at Central School.

WHEREAS, the Local Public Contract Law (N.J.S.A. 18A:18A-1 et seq) permits award of contracts for "Professional Services" without competitive bids,

WHEREAS, the Board is in need of architectural services as it pertains to the ADA upgrades to the Nurse's Restroom at Central School which requires submissions and drawings to the Department of Education,

BE IT RESOLVED, the Board President and/or Board Secretary are hereby authorized to execute an agreement between Parette Somjen Architects, 439

Route 46 East, Rockaway, NJ 07866 and the Long Hill Township BOE, for such services, and

BE IT FURTHER RESOLVED, that the Long Hill Township Board of Education authorize and approve Parette Somjen Architects and the Business Administrator to submit all necessary plans and paperwork for this project as "Other Capital Projects" to the Department of Education for approval, and

BE IT FURTHER RESOLVED, this project will be an amendment to the Long Range Facilities Plan with no state funding being requested as these projects will be funded through capital funds from the local district budget.

A copy of this resolution will be printed in the official newspaper pursuant to N.J.S.A. 18A:18A-5. The contract is available for public inspection in the office of the Board of Education.

ACTION OF THE BOARD _____

Policy Committee

17. 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:

3400	Accounts
3440	Inventories
3450	Money in School Buildings
3451	Petty Cash Funds
3453	School Activity Funds
3515	Smoking Prohibition
3516	Safety
7110	Long Range Facility Planning
7115	Developing Educational Specifications
9000	Role of the Board
9002	Board Response to Staff Milestones
9121	Election and Duties of President
9130	Committees
9271	Code of Ethics
9310	Development, Distribution, and Maintenance of Governance Manual
9322	Public and Executive Sessions
9400	Board Self-Evaluation

ACTION OF THE BOARD _____

Other

18. Resolution to honor the distinguished service of Joanne Borin, Field Service Representative for the New Jersey Schools Boards Association:

**LONG HILL TOWNSHIP BOARD OF EDUCATION RESOLUTION
HONORING JOANNE BORIN UPON THE OCCASION OF HER
RETIREMENT AFTER MANY YEARS OF DISTINGUISHED
SERVICE**

WHEREAS, the Long Hill Township Board of Education is comprised of local residents volunteering their time in service to the community as members of the Board of Education; and the Long Hill Township Board of Education has been a long-standing member of the New Jersey School Boards Association; and

WHEREAS, the Long Hill Township Board of Education has been fortunate to work with Joanne Borin, as our Field Service Representative during her tenure with NJSBA; and

WHEREAS, it is noted that Joanne Borin has an unparalleled commitment to public education and the role of the Board Member in making sure that schools are well-run; and Board Members are knowledgeable and well-supported in their roles; and

WHEREAS, Joanne Borin has provided exceptional service to the Long Hill Township Board of Education through training sessions, facilitation of the annual evaluation of the Chief School Administrator, the annual self-evaluation of the Board, the annual process of setting district and Board of Education goals, and her general availability to answer questions and provide guidance; and

WHEREAS, Joanne Borin has indicated her intent to retire from the New Jersey School Boards Association effective July 1, 2012,

NOW, THEREFORE BE IT RESOLVED, that the Long Hill Board of Education does hereby recognize the valuable contributions of Joanne Borin in assisting the Long Hill Township Board of Education over the span of her career and acknowledge the exceptional work that she has done to support Board of Education members across the State of New Jersey. The Board expresses its heartfelt gratitude to Joanne Borin for her many hours of work with the Board and offers its most sincere wishes for a long, healthy and enjoyable retirement, which is well deserved.

RESOLVED, That a copy of this Resolution be transmitted to Joanne Borin.

ACTION OF THE BOARD _____

PRIVATE SESSION

The Board shall enter into Private Session for the purpose of discussing ongoing negotiations with the LHEA. No action is anticipated this evening.

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

May 21, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.
June 11, 2012 – Worksession Meeting – Township Administration Building – 7:30 p.m.
June 18, 2012 – Special Meeting for Board Self-Evaluation and Goal Setting – 7:30 p.m. – Board
Conference Room, Gillette School
June 25, 2012 – Regular Meeting – Township Administration Building – 7:30 p.m.