

**LONG HILL TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
Long Hill Township Municipal Building  
June 25, 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**

**Harassment, Intimidation and Bullying Semi-Annual Report**

**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:

June 11, 2012 – Worksession Meeting – Public and Private Sessions  
June 18, 2012 – Special Meeting – Public Session

ACTION OF THE BOARD \_\_\_\_\_

**Financials**

2. RESOLVED that the Long Hill Township Board of Education approve the payrolls for June 15 and 20, 2012 and the List of Bills for June 25, 2012 for payment as follows (as attached):

<b>Payroll for 06/15/2012</b>	<b>Amount</b>
Fund 10	\$22,781.45
Current Expense - Fund 11	\$424,136.85
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$446,918.30</b>

<b>Payroll for 06/20/2012</b>	<b>Amount</b>
Fund 10	\$22,720.40
Current Expense - Fund 11	\$470,235.80
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$492,956.20</b>

<b>Bills for 06/20/2012</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$162,767.41
Capital Outlay - Fund 12	\$7,586.80
Special Rev. Fund - Fund 20	\$8,935.83
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$179,290.04.</b>

ACTION OF THE BOARD \_\_\_\_\_

3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for May 31, 2012.

ACTION OF THE BOARD \_\_\_\_\_

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 May 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 \_\_\_\_\_

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 May 31, 2012.

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 a one-year contract extension with Temco Building Maintenance, Inc. to provide custodial, maintenance and grounds services to the district. (As per article III, section 2.1 of the current contract, the Board extended the original agreement on July 1, 2011 for a two year period.) The contract price for the period July 1, 2012 through June 30, 2013 will be \$745,858, a 1.65% increase over the current year.

ACTION OF THE BOARD \_\_\_\_\_

**Special Education**

7. RESOLVED that the Long Hill Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve Occupational Therapy services for student #2476632418, as per student's IEP. Ms. Dawn Odell, O.T. will provide one 30-minute session of O.T. per week at the student's out-of-district school placement for the 2012/2013 school year. The cost is \$80.00 per session.

ACTION OF THE BOARD \_\_\_\_\_

**Personnel**

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, ratify the Agreement Between the Long Hill Township Board of Education and the Long Hill Township Education Association for the period July 1, 2012 through June 30, 2015.

ACTION OF THE BOARD \_\_\_\_\_

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator accept the resignation of Lorraine Elg, with regret, effective July 1, 2012 after 41 years of service to the Long Hill Township School District.

ACTION OF THE BOARD \_\_\_\_\_

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the salaries for Central Office personnel for the 2012-2013 school year (as attached).

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 the appointment of the following person to the Substitute list for the 2012-2013 school year.

Marion Kales

ACTION OF THE BOARD \_\_\_\_\_

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Consultant/Director of Special Services approve Mrs. Kaye to provide Speech/Language services 5 hrs. per week for the 4 week 2012 ESY program, as per students' IEPs. Mrs. Kaye will provide services at her per diem rate for the 2012/2013 school year.

ACTION OF THE BOARD \_\_\_\_\_

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Lisa Sanfilippo to the position of maternity leave District Counselor for the 2012-2013 school year at the Step 1 BA salary of \$48,220.00.

ACTION OF THE BOARD \_\_\_\_\_

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve maternity leave for Yailin Sima, teacher assistant at Gillette School for the period November 12, 2012 through March 27, 2013 as follows:

November 12, 2012 – January 1, 2013	Paid maternity leave utilizing Accumulated sick days
January 2, 2012 – March 27, 2013	NJ Family Leave for childcare (unpaid)

ACTION OF THE BOARD \_\_\_\_\_

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Cara Mullins, teacher assistant at Gillette School, effective August 31, 2012.

ACTION OF THE BOARD \_\_\_\_\_

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and Business Administrator, appoint Sharon Buckle to the position of part time (.43) teacher assistant at Gillette School for the 2012-2013 school year at the Step 1 salary of \$31,343 prorated.

ACTION OF THE BOARD \_\_\_\_\_

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Angela Barth to the position of science teacher at Central School for the 2012-2013 school year at the Step 9 BA salary of \$63,825.00.

ACTION OF THE BOARD \_\_\_\_\_

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, Business Administrator approve the carryover of five (5) unused vacation days to the 2012-2013 school year for Alex Blinder, Technology Coordinator, in accordance with the terms of his contract.

ACTION OF THE BOARD \_\_\_\_\_

19. 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:

Danielle Schepis	\$25.00 per hour effective from	7/1/2012 to 8/31/2012
Jennifer Scardelli	\$25.00 per hour effective from	7/1/2012 to 8/31/2012
Mike Cortese	\$18.00 per hour effective from	7/1/2012 to 8/31/2012
Anna Bethlahmy	\$15.00 per hour effective from	7/1/2012 to 8/31/2012

Start date is contingent upon successful completion of the Criminal History Review process. Total payment for all Technology Contracted Service Providers shall not exceed \$ 12,000.00

ACTION OF THE BOARD \_\_\_\_\_

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, revise the approval of the following summer hours for the Child Study Team and office staff to complete evaluation work and reports as needed, based on the 2012-2013 LHEA salary guides.

<u>Name</u>	<u>Schedule</u>	<u>Per Diem</u>
Laura Novak, LDTC	not to exceed 2 days	\$447.00
Catherine Tedesco, LDTC	not to exceed 2 days	\$433.00
Sarah Romeo, Social Worker	not to exceed 2 days	\$263.10
Jocelyn Merritt, School Psychologist	not to exceed 2 days	\$277.10
Ann Kisch, secretary*	*secretary time not	\$250.62
Debra J. Tremarco, secretary*	to exceed 10 days combined	\$250.62

ACTION OF THE BOARD \_\_\_\_\_

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, revise the approval of the following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for the 2011-2012 school year, based on the 2012-2013 LHEA salary guides.

<u>Name</u>	<u>Position</u>	<u>salary not to exceed</u>
Rebecca Emert	SKIP Teacher	\$4,066.34
Dena Wells	SKIP Teacher Assistant	\$1,557.42
Laurraine Lemond	SKIP/Grade 4 Teacher Assistant	\$2,336.13
Pamela Kmetz	SKIP/Grade 5 Teacher Assistant	\$1,475.00
Kristie Haag	KIT Teacher	\$3,137.56
Jennifer Hampson	KIT Teacher Assistant	\$2,260.72
Sandra Hulik	KIT Teacher Assistant	\$2,310.17
Lisa DelGaudio	Kindergarten Teacher	\$3,137.56
Michelle Motyczka	Kindergarten Teacher Assistant	\$2,212.51
Donna Schmitz	Grade 1 Teacher	\$5,457.10
Michele Piscioti	Grade 1 Teacher	\$3,647.25
Suzanne Aiello	Grade 1 Teacher Assistant	\$2,336.13
Karen Riggi	Grade 1 Teacher Assistant	\$2,336.13
Noemi Velazquez	Grade 1 Teacher Assistant	\$2,336.13
Martha Newcomb	Grade 2/3 Teacher	\$5,457.10
Deborah Reiss	Grade 2/3 Teacher Assistant	\$2,235.99
Jarrett Manis	Grade 2/3 Teacher Assistant	\$2,218.61
Kathryn Murdoch	Grade 4 Teacher	\$5,822.07
Cynthia Coster	Grade 5 Teacher	\$5,524.37
Lynn Kaplan	Grade 6/7 Teacher	\$5,639.59
Anne Elmowitz	Wilson Reading Coach	\$ 630.00

Julie Hersh	Speech and Language	\$2,747.31
Monique Kaye	Speech and Language	\$1,233.10
Jessica Coletta	Occupational Therapist	\$1,777.97
Aviva Rosenberg	Physical Therapist	\$1,911.17
Marcie Skrobacz	School Nurse/Admin. Asst.	\$3,241.21
Michelle Lawton	Behavioral Consultant (20 hours)	\$2,500.00
Shawn Doyle	Substitute Teacher	as needed

ACTION OF THE BOARD \_\_\_\_\_

**Policy Committee**

22. 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:

Policy 4118.3K JD Job Description – Financial Supervisor

Policy 4118.3L JD Job Description – Secretary to School Business Administrator/Board Secretary

Policy 4118.3M JD Job Description – Secretary to the Superintendent

ACTION OF THE BOARD \_\_\_\_\_

**Other**

23. 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 June 20, 2012.

ACTION OF THE BOARD \_\_\_\_\_

24. WHEREAS, Mr. Ralph Carbone was appointed to the Long Hill Township Board of Education in May, 2007 and elected to the Long Hill Township Board of Education by the voters of Long Hill Township in 2008, and;

WHEREAS, he has served in that position as a Board Member since May, 2007. and;

WHEREAS, during this time he has exercised board leadership by serving as Chairperson of the Curriculum Committee, Policy Committee and Community Relations Committee, and has served on the Finance Committee and as liaison to Watchung Hills Regional High School and All Schools Council and as PTO representative, and;

WHEREAS, he has earned the admiration and respect of his colleagues and the school community, and;

NOW THEREFORE BE IT RESOLVED that the Long Hill Township Board of Education acknowledges this period of public service with thanks and extends its best wishes for continued health and happiness in the future.

ACTION OF THE BOARD \_\_\_\_\_

**ITEMS FOR DISCUSSION**

**OLD BUSINESS**

**NEW BUSINESS**

**COMMENTS FROM THE PUBLIC**

**ADJOURNMENT**

**FUTURE MEETING DATES**

June 29, 2012 – Special Meeting– 7:00 a.m. – Board Conference Room, Gillette School

July 16, 2012 – Worksession/Regular Meeting – Township Administration Building – 7:30 p.m.

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