

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION/REGULAR MEETING
Long Hill Township Municipal Building
October 24, 2016
7:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

Ms. Barone

Mr. Bundonis

Mrs. Butler

Mr. Carn

Mr. DiGiorgio

Mrs. Moakley

Miss Nyquist

Ms. Raban

Mr. Stevens

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 October 12, 2015. 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 REPORT

Report on Violence and Vandalism and Harassment, Intimidation and Bullying for the second reporting period – July 1 through December 31, 2015

Report on Violence and Vandalism and Harassment, Intimidation and Bullying for the second reporting period – January 1 through June 30, 2016

2016 PARCC Assessment and Student Achievement Presentation

ADMINISTRATORS' AND SUPERVISORS' REPORT

BUSINESS ADMINISTRATOR'S REPORT

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:
 - a. September 26, 2016 Regular Meeting-Public Session
 - b. September 26, 2016 Regular Meeting-Private Session
 - c. September 6, 2016- Special Meeting-Public Session-REVISED

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for September 15 and 30, 2016 and the list of Bills for October 13, 19, and 24, 2016:

Payroll for 09/15/2016	Amount
Fund 10	\$22,660.07
Current Expense - Fund 11	\$430,201.74
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$452,861.81

Payroll 09/30/2016	Amount
Fund 10	\$22,483.71
Current Expense - Fund 11	\$427,790.04
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$450,273.75

Bills for 10/13/2016	Amount
Fund 10	
Current Expense - Fund 11	\$196,218.42
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$196,218.42

Bills for 10/19/2016	Amount
Fund 10	
Current Expense - Fund 11	\$728.50
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$728.50

Bills for 10/24/16	Amount
Fund 10	\$132.81
Current Expense - Fund 11	\$450,796.77
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	\$46,603.00
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$497,532.58

ACTION OF THE BOARD _____

- RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator approve the following staff members to attend Strategies and Structures for Reading Teachers, Grades K-8 Workshop at the Morris Union Jointure Commission, New Providence, N.J. on December 20, 2016. Total cost for this workshop is \$2,405.00.

NAME	ASSIGNMENT
Maura Aimette	Grade 6 Language Arts
Isabella DeBiasse	Grade 6 Reading
Colleen Clifford	Grade 3
Kayla Eckert	Grade 8 Language Arts
Jane Fragnito	Grade 5 Reading
Lindsay Goldstein	Grade 7 Language Arts
Danielle Minerva	Reading Specialist
Andrew Nestler	Grade 4
Alex Nevarez	Grade 1
Carolyn Omelio	Kindergarten
Miriam Pogash	Grade 8 Reading
Nancy Riley	Grade 7 Reading
Michele Spinello	Grade 2

ACTION OF THE BOARD _____

- 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 _____

5. RESOLUTION FOR MEMBER PARTICIPATION IN THE EDUCATIONAL COOPERATIVE PRICING SYSTEM

WHEREAS N.J.S.A. 40A:11-11 (5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency", has offered voluntary participation in a Cooperative Pricing System known as the "Educational Cooperative Pricing System" for the purchase of work, materials and supplies; and

WHEREAS, the Long Hill Township School District within the County of Morris New Jersey, desires to participate in the Educational Cooperative Pricing System.

NOW THEREFORE, BE IT RESOLVED on the 24th of October, 2016 by the said Board of Education as follows:

AUTHORITY

As directed by N.J.S.A. 18A-18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11 (5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the Long Hill Township School District shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey

EFFECTIVE DATE: October 1, 2016- March 31, 2017.

The cost to participate through March 31, 2017 is \$1,160.00.

This resolution shall take effect immediately upon passage.

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 agreement with E-Rate Consulting for E-rate Application Completion Services for the 2016-2017 and 2017-2018 school years. The cost of this service for Category One applications is a flat fee of \$ 1,500.00 annually. In addition to the \$1,500.00 yearly cost, a fee of 5 percent of any funding actually disbursed by the E-Rate program to the District, in connection with its Category Two funding requests, will be charged.

ACTION OF THE BOARD _____

Personnel

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the September 12, 2016 approval of the lateral advancement on the salary guide for Brittney Rodrigues to reflect the correct salary of \$55,113.00 for Step 4 BA+30 effective September 1, 2016.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the appointment of Joelle Varner as Choral Director at a stipend of \$2,603.00 for the 2016-2017 School Year. Stipend to be paid from existing activity account balance and or/pay to play/participation fees paid.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a leave of absence for Kristin Aranjó from the position of Fifth Grade Teacher, Millington School, as follows:

September 26, 2016 through January 13, 2017 Unpaid Leave

ACTION OF THE BOARD _____

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator revise the appointment of Jennifer Sinnott as Leave Replacement Teacher, Millington School, to reflect a new end date of January 13, 2017.

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and the Director of Special Services approve Graduate Student of Occupational Therapy, Laura Elizabeth Barone, to observe Occupational Therapy sessions for six days in October 2016 as part of her clinical hours.

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 Shivani Jaisinghani to serve as Technology Assistant on as needed basis as indicated below:

\$18.00 per hour effective from 10/31/16 to 01/20/17

Start date is contingent upon successful completion of the Criminal History Review process.
Total payment shall not exceed \$2,700.00.

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the addition of the following person to the Substitute List for the 2016-2017 school year:

NAME	POSITION
Eve Schmidt	Substitute Teacher

ACTION OF THE BOARD _____

Curriculum

14. 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:

October 26, 2016 10:00 a.m. to 12:15 p.m. Cost: \$8.00 per student, parent paid	Jazz Band Students	Green Brook Middle School Green Brook, N.J. 8 students, 1 teacher
---	--------------------	---

October 26, 2016 8:35 a.m. to 12:00 p.m. Cost: \$20.00 per student, parent paid	CMS Consortium Participants	Problem Solving Competition Morris Plains Borough School Morris Plains, N.J. 10 students, 1 teacher
---	-----------------------------	--

January 1, 2017 7:45 a.m. to 2:40 p.m. Cost: \$25.00 per student, parent paid	6 th -8 th Grade Music Students	Lincoln Center New York, N.Y. 90 students, 2 teachers 1 Nurse, 8 Parents
---	---	---

December 8, 2016 8:30 a.m. to 2:45 p.m. Cost: \$38.77 per student, parent paid	3 rd Grade Students	Liberty Science Center Jersey City, N.J. 82 students, 4 teachers 4 aides, 1 nurse 16 parents
--	--------------------------------	--

June 5, 2017 8:15 a.m. to 3:00 p.m. Cost: \$ 30.00 per student, parent paid	4 th Grade Students	N.J. State House Trenton, N.J. 81 students, 4 teachers 2 aides, 1 nurse 4 parents
---	--------------------------------	---

ACTION OF THE BOARD _____

Special Education

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve Brookfield Schools as a provider of Home Bound Instruction.

ACTION OF THE BOARD _____

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve Home Bound Instruction by Brookfield Schools, a New Jersey approved provider, for student #1522014242 while the student is unable to attend school. The student will receive 10 hours of instruction weekly at the rate of \$40.93 per hour for up to two weeks.

ACTION OF THE BOARD _____

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve Andrea Schechter, Learning Disabilities Teacher Consultant, as a vendor to provide Independent Educational Evaluations.

ACTION OF THE BOARD _____

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve payment of \$2,000.00 to Andrea Schechter, Learning Disabilities Teacher Consultant, to provide an Independent Educational Evaluation for student #1896055985 to assist in determining special education category and placement.

ACTION OF THE BOARD _____

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve the payment of \$380.00 to Educational Services Commission of Morris County to provide an Independent Occupational Therapy Evaluation for student #1896055985 to assist in determining special education category and placement.

ACTION OF THE BOARD _____

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator, and the Director of Special Services approve The Uncommon Thread – BCBA (Board Certified Behavioral Consultant) for behavioral strategies and interventions during the 2016-2017 school year, 3.5 hours per week at a rate of \$117 per hour. Cost not to exceed \$15,000.00.

ACTION OF THE BOARD _____

Other

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, attests to the accuracy and approves the submission of the New Jersey Quality Single Accountability Continuum (NJQSAC) Statement of Assurance for the 2016-2017 school year, as summarized below, to the New Jersey Department of Education.

<u>Statement of Assurance Area</u>	<u># of Yes Responses</u>	<u>% of Yes Responses</u>
Instruction and Program	5	100%
Fiscal Management	10	100%
Governance	10	100%
Personnel	5	100%
Operations	20	100%

ACTION OF THE BOARD _____

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the disposal of obsolete Nortel Phone system and related components.

ACTION OF THE BOARD _____

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Nursing Services Plan for the 2016-2017 school year.

ACTION OF THE BOARD _____

24. RESOLVED that the Long Hill Township Board of Education, pursuant to Chapter 231, PA: (Open Public Meetings Act) does hereby proclaim meetings of the Board of Education will be held at the Township Municipal Building at 7:30 p.m. as set forth below unless indicated otherwise:

<u>DATE</u>	<u>LOCATION</u>	<u>TYPE/PURPOSE</u>
January 9, 2017	Town Hall	Reorganization and Regular Meeting
January 23, 2017	Town Hall	Regular Monthly Meeting
February 13, 2017	Town Hall	Worksession
February 27, 2017	Town Hall	Regular Monthly Meeting
March 13, 2017	Town Hall	Worksession
March 27, 2017	Town Hall	Regular Monthly Meeting
April 24, 2017	Town Hall	Worksession & Reg. Meeting

May 8, 2017	Town Hall	Worksession
May 22, 2017	Town Hall	Regular Monthly Meeting
June 12, 2017	Town Hall	Worksession
June 26, 2017	Town Hall	Regular Monthly Meeting
July 17, 2017	Town Hall	Worksession & Reg. Meeting
August 21, 2017	Town Hall	Worksession & Reg. Meeting
September 11, 2017	Town Hall	Worksession
September 25, 2017	Town Hall	Regular Monthly Meeting
October 16, 2017	Town Hall	Worksession
October 30, 2017	Town Hall	Regular Monthly Meeting
November 13, 2017	Town Hall	Worksession
November 27, 2017	Town Hall	Regular Monthly Meeting
December 18, 2017	Town Hall	Worksession & Reg. Meeting
January 8, 2018	Town Hall	Reorganization and Regular Meeting

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 reviewing two Harassment, Intimidation, and Bullying Reports. It is anticipated that the private session will last no more than one hour. Action is anticipated following the closed session.

ADJOURNMENT

FUTURE MEETING DATES

November 14, 2016 – Worksession Meeting – 7:30 p.m. – Long Hill Municipal Building

November 16, 2016 – Special Meeting – 6:30 p.m. – Long Hill Township Board of Education
Administrative Offices for the purpose of NJSBA Board Training

November 28, 2016 – Regular Meeting – 7:30 p.m. – Long Hill Municipal Building