



**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
Long Hill Township Municipal Building
November 28, 2016
7:30 P.M.**

AGENDA

MISSION STATEMENT

We believe that it is the responsibility of the Long Hill Township Board of Education (BOE) to provide an educational climate that stresses high academic achievement and will permit students to grow socially, physically, intellectually, morally and emotionally. The district's mission is to support the development of our students so that they may become happy, useful and self-supporting citizens, within the limits of their individual abilities and interests. We believe in each individual's worth and dignity as a person.

We believe that:

1. Education is a growth process by which people learn to think and act more effectively.
2. We must provide a safe, pleasant environment for learning.
3. Respect for the policies of a democratic government is desirable.
4. Students should acquire an understanding of and a respect for the traditions, customs and heritage of the country.
5. Students should be encouraged to use leisure time wisely.
6. Students should be taught that education, in its broadest sense, can become a lifelong pursuit for everyone.

Our responsibility extends to encouraging a close relationship among students, teachers, administrators and the community. We seek to prepare our students to function in a rapidly changing world with an awareness of the past, an understanding of the present and an optimistic preparation for the future.

DISTRICT GOALS 2016-2017

1. Review the action plans that support the district's strategic plan, make revisions/updates where needed, and communicate the status of the accomplishment of the plan.
2. Implement strategies to narrow the achievement gap that exists within the district. (PLCs, district benchmarks, and data analysis)
3. Develop communication tools to increase parental engagement and strengthen parent/district partnerships.

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 UPDATE

BUSINESS ADMINISTRATOR'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.

INTERVIEW OF CANDIDATES FOR BOARD OF EDUCATION VACANCY

CLOSED SESSION

The Board shall move to closed session to discuss the qualifications of candidates for the Board of Education vacancy.

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. November 14, 2016 Worksession Meeting-Public Session
 - b. November 14, 2016 Worksession Meeting-Private Session
 - c. November 16, 2016 Special Meeting-Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for October 14 and 28, 2016 and the list of Bills for October 25, 2016 and November 1, 8, 17 and 28, 2016:

Payroll for 10/14/2016	Amount
Fund 10	\$22,845.50
Current Expense - Fund 11	\$446,627.47
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$469,472.97

Payroll for 10/28/2016	Amount
Fund 10	\$22,804.93
Current Expense - Fund 11	\$423,166.14
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$445,971.07

Bills for 10/25/2016	Amount
Fund 10	
Current Expense - Fund 11	
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	\$53,704.37
Debt Services - Fund 40	
TOTAL	\$53,704.37

Bills for 11/01/2016	Amount
Fund 10	
Current Expense - Fund 11	\$4,000.00
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$4,000.00

Bills for 11/08/2016	Amount
Fund 10	
Current Expense - Fund 11	\$491.82
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$491.82

Bills for 11/17/2016	Amount
Fund 10	
Current Expense - Fund 11	\$194,120.10
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$194,120.10

Payroll for 11/28/2016	Amount
Fund 10	
Current Expense - Fund 11	\$373,088.30
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	\$27,635.54
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$400,723.84

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 Travel/Conference registration for the staff indicated for professional improvement or development as per the attached listing.

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 September 30, 2016.

ACTION OF THE BOARD _____

5. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of September 30, 2016 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 _____

6. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and the Reconciliation of School Funds for the month ending September 30, 2016.

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 transfers for October 31, 2016.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of October 31, 2016 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 _____

- 9. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and the Reconciliation of School Funds for the month ending October 31, 2016.

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 maternity leave for Jocelyn Merritt, School Psychologist, for the period April 3, 2017 through September 29, 2017 as follows:

April 3, 2017 through May 12, 2017 Paid maternity leave utilizing accumulated sick days
 May 15, 2017 through September 29, 2017 NJ Family Leave for Childcare (unpaid)

ACTION OF THE BOARD _____

- 11. 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 increase of work week hours for Aviva Gans, Physical Therapist, from a .7 position to a .9 position (32.63 hours) effective December 1, 2016 due to additional case load of students who require physical therapy as a related service.

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 an increase to the contract of Crista Bennett, from .50 Teacher Assistant, Gillette School to Full Time Teacher Assistant, Gillette School for the period November 22, 2016 through June 30, 2017.

ACTION OF THE BOARD _____

- 13. 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 Joshua Manto as the Boys’ Baseball Coach at a stipend of \$3,273.00 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 _____

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:

December 6, 2016	Consortium Students	Delbarton School
8:40 a.m. to 12:15 p.m.	Grades 7 & 8	Morristown, N.J.
Cost: \$20.00 per student		8 students, 1 teacher
Parent Paid		

December 22, 2016 10:30 a.m. to 1:00 p.m. Cost: \$10.00 per student plus transportation Paid by Board of Education	STAR Program Students	Stirling Diner/Cookie Delivery Gillette/Millington Schools Stirling Diner 2 students, 2 teachers
May 26, 2017 7:00 a.m. to 9:30 p.m. Cost: \$120.00 per student Parent Paid	Band & Chorus Students Grades 7 & 8	Dorney Park Allentown, P.A. 66 students, 2 teachers 1 nurse

ACTION OF THE BOARD _____

Other

- 15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the disposal of six (6) obsolete/non-working interactive white boards and related hardware.

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 compensation and contract of the Business Administrator for the 2016-2017 school year.

ADJOURNMENT

FUTURE MEETING DATES

December 19, 2016 – Worksession and Regular Meeting -7:30 p.m. – Township Municipal Building
January 9, 2017–Reorganization and Regular Meeting – 7:30 p.m. - Township Municipal Building