



**LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION/REGULAR MEETING  
Long Hill Township Municipal Building  
December 19, 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 REPORT**

Recognition of Long Hill FORCE Robotics Team and Coach Ilija Hadzic.

**PRESENTATION - June 30, 2016 Comprehensive Annual Financial Report  
William Colantano, Auditor**

**ADMINISTRATORS' AND SUPERVISORS' REPORT**

**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.

**RESOLUTIONS****Resolution to Honor Retiring Board Member**

1. WHEREAS, Ms. Rita Barone was elected to the Long Hill Township Board of Education in April, 2009 by the voters of Long Hill Township;

WHEREAS, she has served in numerous positions as a Board Member since April, 2009 and;

WHEREAS, during this time she has exercised board leadership by serving as Board President, Vice-President, and Chairperson of the Community Relations, Curriculum and Policy Committees; being a liaison to Special Education and the N.J. and Morris County School Boards and a member of the Negotiations, Legislative and Technology Committees; and contributing Years of Dedicated Service as a Member of the Long Hill Township Board of Education;

WHEREAS, she has earned the admiration and respect of her 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 to Ms. Barone for continued health and happiness in the future.

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

**Minutes**

2. 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 28, 2016 Worksession Meeting-Public Session
  - b. November 28, 2016 Worksession Meeting-Private Session

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

**Financials**

3. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for November 15 and 30, 2016 and the list of Bills for November 29, 2016 and December 5 and 19, 2016:

<b>Payroll for 11/15/16</b>	<b>Amount</b>
Fund 10	\$23,556.13
Current Expense - Fund 11	\$434,289.09
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$457,845.22</b>

<b>Payroll for 11/30/16</b>	<b>Amount</b>
Fund 10	\$23,606.30
Current Expense - Fund 11	\$421,401.54
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$445,007.84</b>

<b>Bills for 11/29/16</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$4,125.00
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$4,125.00</b>

<b>Bills for 12/05/16</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$334.52
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$334.52</b>

<b>Bills for 12/19/16</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$369,765.60
Capital Outlay - Fund 12	\$33,636.29
Special Revenue Fund - Fund 20	\$10,310.35
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$413,712.24</b>

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

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the Comprehensive Annual Financial Report (CAFR), as prepared by William Colantano, School Auditor, for the period ended June 30, 2016.

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

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, authorize the Business Administrator to follow the Corrective Action Plan (attached) in order to implement the recommendations submitted in the June 30, 2016 Comprehensive Annual Financial Report.

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

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 a contract with New Jersey School Boards Association for Customized Policy Writing Services in the amount of \$6,500.00.

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

**Special Education**

8. 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 Advancing Opportunities as a vendor to provide Independent Assistive Technology Evaluations.

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

9. 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 \$925.00 plus \$60.00 per hour of actual travel time, to Advancing Opportunities to provide an Independent Assistive Technology Evaluation for student #6652530824 to assist in determining special education category and placement. Travel time not to exceed 2.5 hours.

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

10. 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 a contract for Itinerant Teacher Services with Summit Speech School for student #5755941292. Services will include three consultations and four sessions at a rate of \$150.00 per session/consultation for the 2016-2017 school year.

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 payment of \$850.00 to Dr. Vanna Amorapanth for a Neurodevelopmental Evaluation for student #9563634717 to assist in determining special education category and placement.

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

**Personnel**

12. Whereas, the Board and the LHASA are parties to a collective bargaining agreement for the period, July 1, 2016 through June 30, 2019 (“the Agreement”); and

Whereas, the parties have agreed to certain amendments of the Agreement which have been memorialized in an revised document,

Now, therefore, upon the recommendation of the Superintendent, the Board hereby ratifies the Agreement, and authorizes the Board President to execute same on behalf of the Board.

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

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the contract for John Esposito, Business Administrator/Board Secretary, for the period July 1, 2016 through June 30, 2017. The contract has been reviewed and approved by the Morris Executive County Superintendent of Schools (as attached).

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

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Alexis Herring to the position of part time (.50 FTE) Teacher Assistant at Gillette School at the Step 1 Teacher Assistant salary of \$16,908.50 prorated from start date of December 6, 2016 to June 30, 2017 to replace Crista Bennett.

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 Alex Nevarez from the position of First Grade Teacher, Gillette School effective February 1, 2017.

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

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve maternity leave for Kathryn Castro, Special Education Teacher, Gillette School, for the period April 3, 2017 through October 20, 2017 as follows:

April 3, 2017 through May 26, 2017	Paid maternity leave utilizing accumulated sick days
May 30, 2017 through October 20, 2017	NJ Family Leave for Childcare (unpaid)

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

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, rescind the appointment of Theresa Dunn as Theater Arts Scenery Advisor for the 2016-2017 school year.

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

18. 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 Theresa Dunn as Theater Arts Construction Advisor at a stipend of \$1,091.00 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 \_\_\_\_\_

19. 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 Angela Barth as Theater Arts Advisor/Vocal Coach and Scenery Advisor at a combined stipend of \$3,821.00 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 \_\_\_\_\_

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 transfer of Eve Schmidt, from Part Time Teacher Assistant (.50 FTE), Gillette School to Part Time Teacher Assistant (.50 FTE), Millington School, effective December 20, 2016.

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

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Rita Harris as Millington School lunch aide at the rate of \$10.00 per hour. Actual start date is contingent upon successful completion of criminal history review process.

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

### **Curriculum**

22. 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 23, 2016 9:00 a.m. to 11:00 a.m. Cost: transportation paid through CMS Student Funds	Holiday Performance Grade 8 Students	Watchung Hills Regional Warren, N.J. 104 students, 8 teachers
January 11, 2017 1:30 p.m. to 3:30 p.m. Cost: transportation paid through CMS Student Funds	Leadership Training Grade 8 Students	Watchung Hills Regional Warren, N.J. 8 students, 1 teacher
January 12, 2017 8:35 a.m. to 2:30 p.m. Cost: \$20.00 Parent Paid	Volleyball Consortium Students Grades 7 & 8	Morris Plains Boro School Morris Plains, N.J. 6 students, 1 teacher
January 26, 2017 8:15 a.m. to 2:45 p.m. Cost: \$0 per student – FORCE funded	Grade 5 Students	Newark Museum Newark, N.J. 105 students, 8 teachers
February 23, 2017 8:30 a.m. to 1:00 p.m. Cost: \$20.00 per student Parent Paid	Forensics Consortium Students Grades 7 & 8	Morristown-Beard School Morristown, N.J. 6 students, 1 teacher

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 Harassment, Intimidation, and Bullying Reports. Action is not anticipated following private session.

**ADJOURNMENT**

**FUTURE MEETING DATES**

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

January 23, 2017– Regular Meeting – 7:30 p.m. - Township Municipal Building