



**LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION MEETING  
Long Hill Township Municipal Building  
March 13, 2017  
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**

**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 27, 2016. 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.

**Roll Call**

**Mr. Bundonis  
Mrs. Butler  
Mr. Carn**

**Mr. DiGiorgio  
Mrs. Moakley  
Miss Nyquist**

**Mr. O' Leary  
Ms. Raban  
Mr. Stevens**

**COMMUNICATIONS**

**BOARD COMMITTEE REPORTS**

**SUPERINTENDENT'S REPORT**

**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

### 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:

February 27, 2017 Regular Meeting-Public Session

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

### Financials

2. RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the 2017-18 school district budget for submission as follows:

General Funds 10, 11, 12	\$15,978,758
Special Revenue Fund 20	\$ 248,471
Debt Service Fund 40	\$ 1,100,638
<b>Total Budget 2017-18</b>	<b>\$17,327,867</b>

BE IT FURTHER RESOLVED, that there should be raised for the General Fund **\$14,942,669.00** and for Debt Service **\$1,100,638.00** for the ensuing School Year 2017-18; and

The 2.0% cap increase over the prior year, which totals **\$292,993.00**, results in a maximum district general fund tax levy of **\$14,942,669.00**.

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of **\$14,942,669.00** for the ensuing School Year (2017-2018).

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of **\$47,746.00** be banked for potential use in the subsequent three fiscal years. The district has a total banked cap of **\$285,963.00** for use in 2017-2018.

BE IT FURTHER RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey approves the following capital projects for the 2017-2018 school year:

- Assessment on prior referendum projects (State mandatory deduction): **\$33,181**

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017-2018 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2016-2017 school year was **\$30,000.00**; and

WHEREAS, travel and expense reimbursement has reached a total amount **\$10,900.00** as of March 1, 2017;

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2017-2018 school year at the sum of **\$30,000.00**; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuring school year; and

WHEREAS, the tentative budget includes the following appropriations:

Legal Services	\$ 40,000.00
Accounting	\$ 25,000.00
Other Administrative Services	\$ 25,000.00
Repair Services	\$ 306,807.00
Extraordinary Services	\$ 98,400.00
Nonpublic Services	\$ 40,441.00
Professional Development	\$ 39,000.00
Transportation	\$ 911,539.00; and

WHEREAS, the Administration needs to notify the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Long Hill Township School District Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2017-2018 school year.

It is duly noted that this budget represents an increase of **1.99%** in general fund current appropriations and a **2.00%** increase in the general fund tax levy.

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 \_\_\_\_\_

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, retain Strike Force Private Investigations to conduct a residency investigation. Anticipated fee is \$100.00 per hour not to exceed \$1000.00.

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

**Special Education**

5. 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 Dr. Lavinia Stoicescu, Children's Specialized Hospital, as a provider of Neurodevelopmental Evaluations.

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

6. 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 \$930.00 to Dr. Lavinia Stoicescu, Children's Specialized Hospital for a Neurodevelopmental Evaluation for student #1026259797 to assist in determining special education category and placement.

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

7. 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 six weeks of home instruction for student #7560198929. Instruction to be provided by Kathy Cunningham for one hour per week and Donna Schmitz for 1.5 hours per week at a rate of \$40.93 per hour.

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

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 to provide up to 10 hours of Assistive Technology Support and Training at \$120 per hour plus \$60.00 per hour of actual travel time for student #6652530824. Travel time not to exceed 9 hours.

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

**Personnel**

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, revise the start date of Anita Daleo to the position of Maternity Leave Replacement, LEAP Teacher at Gillette School from April 3, 2017 to March 30, 2017. The new date will allow for two transition days.

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 appointment of Adina Block to the position of Maternity Leave Replacement, School Psychologist, at the MA Step 1 salary of \$52,550.00 prorated for the period March 27, 2017 through June 30, 2017 and September 1, 2017 through September 29, 2017. Start date reflects 5 transition days.

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 addition of the following person to the Substitute List for the 2016-2017 school year pending successful criminal history review:

NAME	POSITION
Erika Barrero	Substitute Teacher
Joelle Strona	Substitute Teacher

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

**Policy**

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies which have been updated and reviewed by the Policy Committee:

Policy 5131.1      Harassment, Intimidation, and Bullying  
Policy 5131.5      Vandalism/Violence

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

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, approve the following policy on a first reading:

Policy 5131                      Conduct/Discipline

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

**Curriculum**

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

May 15 & 19, 2017	Millington 2 <sup>nd</sup> Grade Students	Great Swamp/Raptor Trust
9:05 a.m. to 11:30 a.m.		Harding/Millington N.J.
Cost: \$13.25 per student		93 students, 4 teachers
Parent Paid		2 aides, 16 parents
		1 nurse

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 personnel for the 2017-2018 school year. No action is anticipated following private session.

**ADJOURNMENT**

**FUTURE MEETING DATES**

March 27, 2017 – Regular Meeting -7:30 p.m. – Township Municipal Building  
April 24, 2017 – Worksession & Regular Meeting – 7:30 p.m. - Township Municipal Building

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**ADDENDUM**

**Financials**

A-1. WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017-18 school year, and

WHEREAS, the Long Hill Township Board of Education desires to apply for this waiver due to the fact that it projects having forty (40) or fewer Medicaid eligible classified students.

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