



**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION MEETING
Long Hill Township Municipal Building
May 8, 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:
 - a. April 24, 2017 Regular Meeting-Public Session
 - b. April 24, 2017 Regular Meeting-Private Session

ACTION OF THE BOARD _____

Financials

2. 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 _____

- ~~3. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the contract with Brookwood Consulting for the provision of special education services consulting for the period July 1, 2017 through June 30, 2018 (as attached).~~

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, gratefully accept a donation of \$1,400.00 from the PTO to be used for books in the Central School Library.

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. Janet Konat-Oberman, of Morristown Medical Center, as a provider of Autism Spectrum Disorder 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 \$250.00 to Dr. Janet Konat-Oberman, of Morristown Medical Center, for an Autism Spectrum Disorder Evaluation for student #3986223186 to assist in determining special education category and placement.

ACTION OF THE BOARD _____

Personnel

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation, for the purpose of retirement, from Laurraine Lemond, Teacher Assistant at Gillette School, effective July 1, 2017. The Board of Education expresses its sincere appreciation for Mrs. Lemond's 15 years of service to the district.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the resignation of Jody Britten from the position of Teacher Assistant (.50 FTE), Gillette School, effective June 30, 2017.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the resignation of Kelsey Valentino from the position of Teacher Assistant (.50 FTE), Gillette School, effective June 30, 2017.

ACTION OF THE BOARD _____

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the resignation of Alexis Herring from the position of Teacher Assistant (.50 FTE), Gillette School, effective June 30, 2017.

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Alexis Herring as Gillette School lunch aide for the 2017-2018 school year at the rate of \$10.00 per hour.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of tenured and non-tenured teachers for the 2017-2018 school year. The following teaching staff members shall be granted tenure during the 2017-2018 school year (as attached).

Rosa Aguiar
Jessica Bariso
Lisa Sanfilippo
Tara Stepanian

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of tenured and non-tenured support staff and Teacher Assistants for the 2017-2018 school year (as attached).

ACTION OF THE BOARD _____

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of tenured and non-tenured administrators for the 2017-2018 school year (as attached). The salary for the Business Administrator is to be determined.

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the Coordinator of Instructional Technology and Coordinator of Technology Services for the 2017-2018 school year (as attached – salaries to be determined).

ACTION OF THE BOARD _____

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the Board Office Support Staff for the 2017-2018 school year (as attached).

ACTION OF THE BOARD _____

17. RESOLVED that the Board hereby appointed Paula Hatch as the Board designee to prepare the monthly reconciliation of bank account statements and in conjunction with the Board Secretary take any step necessary to bring the cash record balance and reconciled bank balance into agreement prior to the completion of the Board Secretary's monthly reports. Annual compensation for preparing monthly financial reconciliations in 2017-18 will be \$3,950.

ACTION OF THE BOARD _____

Policy

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following job descriptions on a second reading:

Job Description: Assistant to the Business Administrator/Board Secretary*
 Facilities Manager
 School Residency Officer

*Represents change in title and responsibilities from Secretary to the BA/BS

ACTION OF THE BOARD _____

