



**LONG HILL TOWNSHIP BOARD OF EDUCATION  
WORKSESSION MEETING**

**Long Hill Township Municipal Building**

**June 12, 2017**

**7:00 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 June 8, 2017. 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**

**PRIVATE SESSION**

The Board shall enter into Private Session for the purpose of discussing a confidential personnel matter. Action is anticipated following the closed session.

**COMMUNICATIONS**

**BOARD COMMITTEE REPORTS**

**SUPERINTENDENT'S REPORT**

**PRESENTATION OF DISTRICT STRATEGIC PLAN**

**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. May 22, 2017 Regular Meeting-Public Session
  - b. May 22, 2017 Regular Meeting-Private Session
  - c. May 31, 2017 Special Meeting - Public 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 transfers for April 30, 2017.

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

3. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of April 30, 2017 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 \_\_\_\_\_

4. 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 April 30, 2017.

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

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfers for May 31, 2017.

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

6. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of May 31, 2017 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 \_\_\_\_\_

- 7. 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 May 31, 2017.

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

- 8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the contract of Fraida Yavelberg doing business as 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 \_\_\_\_\_

- 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 On Time Medical Transport to provide medical transport for student # 8870248374 to First Children’s School for the 2017 Extended School Year Program. The cost to transport the student is \$365.65 per day which includes the cost of an aide. The program runs for 34 days so the total cost is \$12,432.10.

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 On Time Medical Transport to provide medical transport for student # 8870248374 to First Children’s School at a cost of \$365.65 per day which includes the cost of an aide, for the 2017-2018 school year. The total number of days is 185 so the total cost is \$67,645.25.

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 submission of the Fiscal Year 2018 IDEA Grant Application in the following amounts as provided by the New Jersey Department of Education.

IDEA Preschool  
 Long Hill Township School District \$ 11,077.00

IDEA Basic  
 Long Hill Township School District \$193,725.00

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

**Special Education**

- 12. 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 appointment of Kimberly Barbera as Occupational Therapist for the period June 23, 2017 through July 21, 2017 at a rate of \$90 per hour. Cost not to exceed \$2,880.00.

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

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve a contract with Summit Speech School for services from an Itinerant Teacher of the Deaf for student #4886673416. The services include one session per week beginning June 26, 2017 through July 21, 2017 at a rate of \$155.00 per session.

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

14. 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 placement of students # 9438898793 and #2480260135 at Crossroads School for the 2017 extended school year and 2017-2018 school year and payment of tuition for educational services to Union County Educational Services Commission for the 2017 extended school year at a per student cost of \$8,240.00 and the 2017-2018 school year at a per student cost of \$70,750.00.

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

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 the placement and payment of tuition for educational services for student #8870248374, at First Children's School, 330 South Ave., Fanwood, NJ 07023, for the 2017-2018 school year including 34 days for the Extended School Year program, at a cost of \$75,555.00.

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 the payment of \$9,780.00 to the Chapel Hill Academy, Lincoln Park, NJ, for ESY tuition for student #1896055985 at \$326.00 per school day, beginning July 5, 2017 through August 15, 2017.

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 the placement and payment of tuition of \$58,680.00 for educational services for student #1896055985 to the Chapel Hill Academy, Lincoln Park, NJ, for the 2017-2018 school year.

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 Carolyn Wells to provide Home Bound Instruction for student #3473375317 pending successful completion of the criminal history review process. The student will receive up to four hours of instruction weekly at a rate of \$40.93 per hour for up to six weeks.

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

**Personnel**

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, revise the resignation date of George Villar from the position of Principal, Central Middle School from July 7, 2017 to June 30, 2017.

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

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following transfers and changes in FTE's for the 2017-2018 school year:

<b>Employee</b>	<b>From</b>	<b>To</b>
Theresa Dunn	Art Teacher Part Time (.80 FTE) Gillette/Central Schools	Art Teacher Full time Gillette/Central Schools
Colleen Pepe	Secretary Special Services-AM/Millington Office PM	Secretary Millington Office
Lillian Ralston	Secretary Millington Office	Secretary Central School-AM/Millington School PM

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

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent revise the appointment of Anita Daleo as Maternity Leave Replacement LEAP Teacher, Gillette School, to reflect a new end date of June 30, 2017.

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

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Anita Daleo as Kindergarten Teacher at Gillette School for the 2017-2018 school year at the step 5 MA salary of \$56,439.00.

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

23. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, appoint Bridget Hartman to the position of Library Media Specialist at Millington and Gillette Schools at the MA Step 9 salary of \$64,978.00 for the 2017-2018 school year pending completion of a successful criminal history review.

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

24. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following staff members and salaries for the Long Hill Township School District Jump Start Extended School Year Program for the 2016-2017 school year.

<b>Name</b>	<b>Position</b>	<b>Salary not to exceed</b>
Donna Schmitz	Pre-K Teacher	\$5,484.67
Suzanne Aiello	Pre-K Teacher Assistant	\$2,553.12

Stephanie Herkert	Pre-K Teacher Assistant	\$2,553.12
Elaine Murphy	Pre-K Teacher Assistant	\$2,471.76
Rebecca Emert	Kindergarten Teacher	\$5,840.08
Crista Bennett	Kindergarten Teacher Assistant	\$2,496.06
Brittney Rodrigues	Grade 1 Teacher	\$3,554.25
Chelsea Dunster	Grade 1 Teacher Assistant	\$2,429.55
Sarah Powers	Grade 1 Teacher Assistant	\$2,429.55
Noemi Velasquez	Grade 1 Teacher Assistant	\$2,553.12
Kathy Powers	Grade 2 Teacher	\$3,167.23
Jennifer Hampson	Grade 2 Teacher Assistant	\$2,553.12
Gabrielle Ascenzo	Grade 3 Teacher	\$3,167.23
Erin Davidove	Grades 4 through 7 Teacher	\$3,471.11
Elysse Orzepowski	Grades 4 through 7 Teacher Assistant	\$2,496.06
Julie Hersh	Speech and Language	\$3,323.34
Aviva Gans	Physical Therapist	\$1,506.91
Cathy Dobiszewski	Multi-Sensory Reading Teacher	\$2,532.99
Karen Freeman	Nurse/Admin. Assistant	\$5,662.52
Pam Kmetz	Sub Teacher	
Michele Piscioti	Sub Teacher	
Gretchen Ayre	Sub Teacher Assistant	
Eve Schmidt	Sub Teacher Assistant	

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

25. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Director of Special Services and the Business Administrator, approve the following summer 2017 hours for the Child Study Team and office staff to complete evaluation work and reports as needed.

NAME	SCHEDULE	PER DIEM
Laura Novak, LDTC	Not to exceed 6 days	\$460.96
Catherine Tedesco, LDTC	Not to exceed 5 days	\$446.96
Adina Block, School Psychologist	Not to exceed 6 days	\$262.75
Danielle DeVivo, Social Worker	Not to exceed 5 days	\$298.13
Colleen Pepe, Secretary	Not to exceed 6 days	\$294.90
Dean Wells, Secretary	Not to exceed 10 days	\$259.80

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

26. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following extra service position appointments for the 2017-2018 school year.

Athletic Director	Kerri Altebrando	\$4,926.00*
Choral Director	Joelle Varner	\$2,669.00*
Orchestra/Band	Eileen Shanagher	\$2,024.00*
	Joelle Varner	\$2,024.00*
Year Book Advisor-Central	Kathryn Ralston	\$2,251.00*

\*Stipend to be paid from existing activity account balance and/or pay to play/participation fees paid.

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

27. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, accept the resignation of Kristin Pudlak from the position of Lunch Aide, Gillette School, effective June 30, 2017.

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

28. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following person for Field Internship at Gillette School for 175 hours between September 11, 2017 and December 8, 2017 pending successful criminal history review:

Jessica Karlovich – College of St. Elizabeth

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

**Curriculum**

29. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following staff for summer curriculum writing not to exceed 25 hours per project at a rate of \$52.12 per hour per Schedule C of the LHEA contract.

Subject	Name	Number of Hours
K-8 Guidance	Chrystyna Lazirko	12.5
K-8 Guidance	Lisa Sanfilippo	12.5
Middle School Math	Megan Schnall	20
Middle School Math	Tara Stepanian	20
K-8 Health	Cynthia Coster	15
K-8 Health	Gabi Luciano	15
K-8 Visual and Performing Arts	Maura Aimette	8
K-8 Visual and Performing Arts	Wendi Cohen	8
K-8 Visual and Performing Arts	Tony Rideout	8
K-8 Next Generation Science Standards	Christie Burd	8
K-8 Next Generation Science Standards	Colleen Clifford	8
K-8 Next Generation Science Standards	Pam Fitzsimmons	8
K-8 Next Generation Science Standards	Brianna Franco	8
K-8 Next Generation Science Standards	Maureen Furlong	8
K-8 Next Generation Science Standards	Andrew Nestler	8

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



30. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Curriculum Committee, approve the following curriculum materials for implementation beginning in September of 2017:

Big Ideas-Larson

Grades 6-8 Math

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

31. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the following revised dates for the 2016-2017 Extended School Year Program:

Thursday, June 22, 2017

Teacher/Staff Prep Day

Friday, June 23 – Friday, July 21, 2017

Student Program Dates

\*Holiday Closing on Tuesday, July 4, 2017

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

#### **ITEMS FOR DISCUSSION**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### **COMMENTS FROM THE PUBLIC**

#### **PRIVATE SESSION**

The Board shall enter into Private Session to discuss a Harassment, Intimidation, and Bullying Report and the evaluation of the Superintendent. No action is anticipated following the closed session.

#### **ADJOURNMENT**

#### **FUTURE MEETING DATES**

June 26, 2017 – Regular Meeting - 7:30 p.m. – Township Municipal Building

July 17, 2017 – Worksession & Regular Meeting - 7:30 p.m. - Township Municipal Building