



**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
Long Hill Township Municipal Building
June 26, 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

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. June 12, 2017 Worksession Meeting-Public Session
 - b. June 12, 2017 Worksession Meeting-Private Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for May 15 and 30, 2017 and the list of Bills for May 24 and June 26, 2017:

Payroll for 5/15/17	Amount
Fund 10	\$24,502.48
Current Expense - Fund 11	\$442,911.65
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$467,414.13

Payroll for 5/30/17	Amount
Fund 10	\$24,292.39
Current Expense - Fund 11	\$425,910.69
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$450,203.08

Bills for 5/24/17	Amount
Fund 10	
Current Expense - Fund 11	\$151,339.96
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$151,339.96

Bills for 6/26/17	Amount
Fund 10	
Current Expense - Fund 11	\$394,669.20
Capital Outlay - Fund 12	\$3,350.00
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$398,019.20

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 following resolution:

Pursuant to PL 2015, Chapter 47 the Long Hill Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200 (as attached).

ACTION OF THE BOARD _____

4. 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 tuition for educational services to The Center School, Somerset, NJ, in the amount of \$58,798.80 for student #9278253880 for the 2017-2018 school year.

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

ACTION OF THE BOARD _____

Special Education

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 up to two hours of Assistive Technology Support and Training by Advancing Opportunities for student #6652530824 at the rate of \$120.00 per hour plus \$60.00 per hour of actual travel time. Travel time not to exceed 1 hour.

ACTION OF THE BOARD _____

Personnel

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, certifies completion and authorizes submission of the 2016-2017 Merit Goals #1, #2 and #3 for Edwin Acevedo, as listed below, to the Morris Executive County Superintendent of Schools.

Merit Goal #1 – Qualitative Goal - \$3,625

During the 2016-17 school year, our district will create and disseminate greater communication tools to engage, equip and empower parental partnerships in grades P-8. This will include but not limited to newsletters, informational and student centered day and evening presentations, coffee chats, Parent Action Committee and or Parent Teacher Organization meetings.

Merit Goal #2 – Quantitative Goal - \$4,785

By June 2017, through professional development, data analysis and the sharing of best practices during Professional Learning Communities/grade level meetings, 70% of students in grades 2-5 will show an increase of at least two reading proficiency levels as evidenced in locally developed literacy benchmark assessments administered three times during the year.

Merit Goal #3- Quantitative Goal - \$4,785

70% of teaching staff will achieve a minimum of a 3 out of 4 proficiency levels as an average score of their Student Growth Objectives through professional development, effective formative and summative assessments and the analysis and application of data.

ACTION OF THE BOARD _____

8. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent rescind the appointment of Gabrielle Ascenzo to the position of 3rd Grade Teacher for the 2016-2017 Extended School Year Program.

ACTION OF THE BOARD _____

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent rescind the appointment of Sarah Powers to the position of 1st Grade Teacher Assistant for the 2016-2017 Extended School Year Program.

ACTION OF THE BOARD _____

10. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, revise the June 12, 2017 appointment of the following staff members and salary for the Long Hill Township 2016-2017 Extended School Year Program:

Name	Position	Salary not to exceed
Cathy Dobiszewski	Multi-Sensory Reading Teacher	\$2,771.57
Pam Kmetz	3 rd Grade Teacher	\$5,484.71
Kathy Powers	Grade 2 Teacher	\$3,345.07
Gretchen Ayre	Grade 1 Teacher Assistant	\$2,496.06
Christina Lattoz	Substitute Teacher or Aide	

ACTION OF THE BOARD _____

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, revise the June 12, 2017, extra service position appointment of Kathryn Ralston for the 2017-2018 school year as follows:

<u>Activity</u>	<u>Advisor</u>	<u>Stipend</u>
Year Book Advisor-Central	Kathryn Ralston	\$1,125.50*
	Dan Salzer	\$1,125.50*

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

ACTION OF THE BOARD _____

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

<u>Activity</u>	<u>Advisor</u>	<u>Stipend</u>
Student Council Advisor-Central	Dan Salzer	\$2,251.00

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve payment of \$639.50 to Teresa Kesselmeyer, Substitute School Nurse, for serving as the nurse for the Central Middle School Eighth Grade Trip to Washington D.C. Compensation is for two days at the substitute nurse rate and the overnight trip stipend in accordance with schedule C of the LHEA contract.

ACTION OF THE BOARD _____

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following people to serve as Technology Assistants on as needed basis as indicated below:

Nicole Economy	\$15.00 per hour	07/3/17 to 09/01/17*
Samantha Redgate	\$17.00 per hour	07/3/17 to 08/25/17*
Anastasia HageI	Volunteer	06/30/17 to 09/01/17*
Mason DiGiorgio	Volunteer	06/30/17 to 09/01/17

*Start date is contingent upon successful completion of the Criminal History Review process.
Total payment shall not exceed \$3,800.00

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the addition of the following people to the Substitute List for the 2017-2018 school year pending successful criminal history review:

NAME	POSITION
Karen DeLaMaza	Substitute Teacher
Ana Ricci	Substitute Secretary

ACTION OF THE BOARD _____

Curriculum

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following staff member 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
Middle School Math	Linda Sepe	20

ACTION OF THE BOARD _____

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Building Principal, approve the field trip listed below:

June 8 to June 9, 2017	8 th Grade Class Trip	Washington D.C.
6:00 a.m. June 8 to 9:00 p.m. June 9		106 Students, Principal
Cost: \$425.00 per student		11 Teachers, 1 Nurse
Parent Paid		

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 the evaluation of the Superintendent and a personnel matter. No action is anticipated following private session.

ADJOURNMENT

FUTURE MEETING DATES

July 17, 2017 – Worksession & Regular Meeting - 7:30 p.m. – Township Municipal Building
August 21, 2017 – Worksession & Regular Meeting - 7:30 p.m. - Township Municipal Building