

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
Long Hill Township Municipal Building
June 27, 2016
7:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

**Ms. Barone
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 UPDATE

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 1, 2016 Special Meeting-Private Session
 - b. June 13, 2016 Worksession Meeting-Public Session
 - c. June 13, 2016 Worksession Meeting-Private Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for May 13 and 26, 2016 and June 15 and 22, 2016 and the list of Bills for May 24 and 25, 2016 and June 13 and 27, 2016:

Payroll for 05/13/2016	Amount
Fund 10	\$23,285.11
Current Expense - Fund 11	\$439,184.65
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$462,469.76

Payroll 05/26/2016	Amount
Fund 10	\$23,285.11
Current Expense - Fund 11	\$413,540.92
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$436,826.03

Payroll 06/15/2016	Amount
Fund 10	\$23,054.25
Current Expense - Fund 11	\$433,887.50
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$456,941.75

Payroll 06/22/2016	Amount
Fund 10	\$23,101.56
Current Expense - Fund 11	\$439,723.98
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$462,825.54

Bills 05/24/2016	Amount
Fund 10	
Current Expense - Fund 11	\$18,447.48
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$18,447.48

Bills 05/25/2016	Amount
Fund 10	
Current Expense - Fund 11	\$6,023.54
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$6,023.54

Bills 06/13/2016	Amount	Bills 06/27/2016	Amount
Fund 10		Fund 10	\$523.14
Current Expense - Fund 11	\$199,901.85	Current Expense - Fund 11	\$261,124.20
Capital Outlay - Fund 12		Capital Outlay - Fund 12	\$8,660.32
Special Revenue Fund - Fund 20		Special Revenue Fund - Fund 20	\$5,294.03
Capital Projects - Fund 30		Capital Projects - Fund 30	
Debt Services - Fund 40		Debt Services - Fund 40	
TOTAL	\$199,901.85	TOTAL	\$275,601.69

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 _____

- 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 _____

- RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the following resolution:

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and;

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and;

WHEREAS, the Long Hill Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the General Fund into its Capital Reserve Account at year end for Capital and Facility projects, and;

WHEREAS, the Long Hill Township Board of Education has determined that an amount not to exceed \$250,000.00 is available for such purpose transfer;

NOW THEREFORE BE IT RESOLVED, by the Long Hill Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

ACTION OF THE BOARD _____

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, gratefully accept a donation from FORCE of 2 iPads with an approximate value of \$250.00 each for use in the District's Occupational Therapy Services.

ACTION OF THE BOARD _____

Special Education

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 an additional contract for Itinerant Teacher Services with Summit Speech School, February 2016 – June 2016, for students #3992347489 and #6914505741 . Each student will receive two sessions per year at a rate of \$150.00 per session.

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 the payment of tuition for educational services to The Center School, Somerset, NJ, in the amount of \$60,334.20 for student #9278253880 for the 2016-2017 school year.

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, appoint Melissa Backer to the position of Dean of Students which is an 11 month position, for the 2016-2017 school year at the annual salary of \$82,000.00.

ACTION OF THE BOARD _____

10. RESOLVED that the Long Hill Township Board of Education, approve the salaries of the Board Office support staff for the 2016-2017 school year (as attached).

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 an unpaid medical leave consisting of half days, for Maura Millman, Physical Education Teacher at Central School for the period of May 3, 2016 through June 10, 2016.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the following appointments for the 2016-2017 school year.

Sport/Activity	Advisor	Stipend
Environmental Club Advisor	Maura Aimette	\$750.00
Student Council Advisor	Dan Salzer	\$2,196.00
Yearbook Advisor-Millington	Christina Lattoz	\$824.00
Pens and Dreams Advisor	Maura Aimette	\$750.00
Booster Club	Keri Altebrando	\$1,098.00
	Erin Davidove	\$1,098.00
Stipends to be paid from existing activity account balances and/or pay to play/participation fees for the following:		
Athletic Director	Keri Altebrando	\$4806.00
Games Club Advisor	Angela Barth	\$750.00
Boys' Soccer Coach	Mike Lisbona	\$3,273.00
Girls' Soccer Coach	Peter Hockmeyer	\$3,273.00
Boys' Basketball Coach	Peter Hockmeyer	\$3,273.00
Girls' Basketball Coach	Emily Palla	\$3,273.00
Girls' Softball Coach	Peter Hockmeyer	\$3,273.00
Cross Country Coach	Jim Barnum	\$1,636.50
	Charles Mott	\$1,636.50
Spring Track	Jim Barnum	\$1,636.50
	Karissa Felix	\$1,636.50
Cheerleading Advisor	Erin Davidove	\$2,445.00
Orchestra/Band Advisor	John Birkhead	\$1,974.50
	Eileen Shanagher	\$1,974.50
Yearbook Advisors-Central	Kathryn Ralston	\$1,098.00
	Dan Salzer	\$1,098.00
Theater Arts Scenery Advisor	Theresa Dunn	\$409.00
Stipend to be paid through PTO contribution for the following:		
Newspaper Advisor	Andrew Gillespie	\$2,196.00
Consortium Advisor (per activity)	Andrew Gillespie	\$126.00

ACTION OF THE BOARD _____

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a lateral advancement on the salary guide for Tara Stepanian from Step 9 BA+30/MA at \$64,978.00 to Step 9 MA+30 at \$67,778.00 based on submission of transcribed graduate credit effective September 1, 2016.

ACTION OF THE BOARD _____

14. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent and the Business Administrator, approve the appointment of Jennifer Sinnott as

Leave Replacement teacher for the period of September 1, 2016 through March 17, 2017 at the Step 1 BA salary of \$49,750.00 prorated.

ACTION OF THE BOARD _____

15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Noah Scanlon to serve as Technology Assistant on an as needed basis as indicated below:

\$18.00 per hour effective from 7/5/16 to 8/31/16

Start date is contingent upon successful completion of the Criminal History Review process. Total payment shall not exceed \$2,500.00.

ACTION OF THE BOARD _____

Curriculum

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Curriculum and Instruction, approve the revised Gifted and Talented Selection Criteria noting the change in grading, points, and the use of PARCC data (as attached).

ACTION OF THE BOARD _____

Policy

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, readopt the following revised job description (as attached).

2134JD Coordinator of Instructional Technology

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 the compensation and contracts for non-unit employees for the 2016-2017 school year, a non-tenure teacher personnel matter, and review resumes of applicants for the open board position.

ADJOURNMENT

FUTURE MEETING DATES

July 18, 2016 – Worksession & Regular Meeting –7:30 p.m. – Township Municipal Building

July 20, 2016 – Special Meeting – 6:30 p.m. Long Hill Township Board of Education Administrative
Offices for the purpose of an Annual Board Retreat

August 22, 2016 – Worksession & Regular Meeting – 7:30 p.m. – Township Municipal Building