

**LONG HILL TOWNSHIP BOARD OF EDUCATION
WORKSESSION/REGULAR MEETING
Long Hill Township Municipal Building
August 22, 2016
7:30 P.M.**

AGENDA

CALL TO ORDER

ROLL CALL

Ms. Barone

Mr. Bundonis

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

ADMINISTRATORS' AND SUPERVISORS' 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. July 18, 2016 Regular Meeting-Public Session
 - b. July 18, 2016 Regular Meeting-Private Session
 - c. July 20, 2016 Special Meeting-Public Session

ACTION OF THE BOARD _____

Financials

2. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for July 15 and 29, 2016 and the revised Bills list of June 27, 2016 as well as the list of Bills for July 14 and 19, 2016 and August 12 and 22, 2016:

Payroll for 07/15/16	Amount
Fund 10	
Current Expense - Fund 11	\$109,675.05
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$109,675.05

Payroll 07/29/16	Amount
Fund 10	\$4,675.01
Current Expense - Fund 11	\$111,896.89
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$116,571.90

Bills for 06/27/16 (Revised)	Amount
Fund 10	\$523.14
Current Expense - Fund 11	\$260,185.13
Capital Outlay - Fund 12	\$8,660.32
Special Revenue Fund - Fund 20	\$5,294.03
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$274,662.62

Bills for 07/14/16	Amount
Fund 10	
Current Expense - Fund 11	
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	\$192,793.75
TOTAL	\$192,793.75

Bills for 07/19/16	Amount
Fund 10	
Current Expense - Fund 11	\$2,875.00
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$2,875.00

Bills for 08/12/16	Amount
Fund 10	\$60,537.36
Current Expense - Fund 11	\$43,220.32
Capital Outlay - Fund 12	\$81,751.30
Special Revenue Fund - Fund 20	\$3,300.00
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$188,808.98

Bills for 08/22/16	Amount
Fund 10	\$4,489.44
Current Expense - Fund 11	\$146,794.75
Capital Outlay - Fund 12	
Special Revenue Fund - Fund 20	
Capital Projects - Fund 30	
Debt Services - Fund 40	
TOTAL	\$151,284.19

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 transfers for June 30, 2016.

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of June 30, 2016 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 _____

5. 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 June 30, 2016.

ACTION OF THE BOARD _____

6. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a one-year contract extension with Temco Building Maintenance, Inc. to provide custodial, maintenance and grounds services to the district. (The Board is extending the contract dated July 1, 2013, as per article III, section 2.1 of the contract.) The contract price for the period July 1, 2016 through June 30, 2017 will be \$861,989.76, a 0.50% increase over the current year.

ACTION OF THE BOARD _____

7. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve Somerset County Educational Services Commission to provide transportation services for student # 1066917865 to William Annin Middle School (Bernards Township) for the Extended School Year Program. The cost to transport the student is \$301.60 per day and includes the cost of an aide. The total number of school days is 20, making the total cost \$6,032.00.

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 On Time Medical Transport to provide medical transport for student # 8870248374 to First Children's School for the Extended School Year Program. The cost to transport the student is \$355.00 per day which includes the cost of an aide. The program runs for 34 days so the total cost is \$12,070.00.

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 at a cost of \$355.00 per day which includes the cost of an aide, for the 2016-2017 school year. The total number of days is 185 so the total cost is \$65,675.00.

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 transportation contracts with Dealaman Enterprises Inc. for the following 2016-2017 Regular Education bus routes at a 0.57% year-to-year increase:

Contract 01-01

Route	2015-16	Increase	2016-17
CP-3	\$23,848.34	\$135.94	\$23,984.28
GM-8	\$24,032.78	\$136.99	\$24,169.77
Total	\$47,881.12	\$272.92	\$48,154.04

Contract 02-01

Route	2015-16	Increase	2016-17
GM-10	\$41,994.42	\$239.37	\$42,233.79
GM-11	\$35,221.12	\$200.76	\$35,421.88
GM-12	\$35,220.72	\$200.76	\$35,421.48
Total	\$112,436.26	\$640.89	\$113,077.15

Contract CP2

Route	2015-16	Increase	2016-17
CP-2	\$23,625.39	\$134.66	\$23,760.05
CP-6	\$23,483.52	\$133.86	\$23,617.38
CP-7	\$23,553.44	\$134.25	\$23,687.69
GM-2	\$23,970.96	\$136.63	\$24,107.59
GM-4	\$24,110.81	\$137.43	\$24,248.24
Total	\$118,744.12	\$676.84	\$119,420.96

ACTION OF THE BOARD _____

11. Resolved that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approves a joint transportation agreement between Watchung Hills Regional High School Board of Education and Long Hill Township Board of Education, for the period September 1, 2016 through June 30, 2017, in the amount of \$74,640.00. The Long Hill Township Board of Education will pay the full cost for its portion of the two contracted bus routes provided by Barker Bus Co., Inc. as follows:

Route	WHRHS Cost	Long Hill Cost
HS13/CSV-4/GM-7	\$18,660.00	\$37,320.00
HS23/CSV-5/GM-5	\$18,660.00	\$37,320.00
TOTAL	\$37,320.00	\$74,640.00

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the following state transportation aid which is based upon the district's October 15, 2015 District Report of Transported Resident Students and its certification of nonpublic school transportation costs. In accordance with NJSA 15A:39-1a, the Long Hill Township Board of Education is entitled to reimbursement of all costs which were in excess of \$710, but not more than \$884, incurred by the District for the transportation of nonpublic school students.

Non-Public School Transportation Costs \$9,744.00

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 the acceptance of the Fiscal Year 2015-16 Extraordinary Aid award in the amount of \$97,553.00 as provided by the New Jersey Department of Education.

ACTION OF THE BOARD _____

STEM	Name
Grades 6-7	Matt Laubscher

Grade 8 Math	Name
Algebra	Linda Sepe

ACTION OF THE BOARD _____

17. 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 Jane Fragnito from Step 11 BA at \$67,943.00 to Step 11 BA+30/MA at \$70,743.00 based on submission of transcribed graduate credit effective September 1, 2016.

ACTION OF THE BOARD _____

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Christopher Nevolo from the position of 6th Grade Math Teacher, Central Middle School effective July 28, 2016.

ACTION OF THE BOARD _____

19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Johnathan Birckhead from the position of Music Teacher, Central Middle School effective October 11, 2016.

ACTION OF THE BOARD _____

20. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a leave of absence for Maura Millman from the position of Physical Education Teacher, Central Middle School, as follows:

September 1, 2016 through September 23, 2016	accumulated sick and personal days
September 26, 2016 through September 30, 2016	unpaid leave

ACTION OF THE BOARD _____

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret the letter of resignation, for the purpose of retirement, from Maura Millman, Physical Education Teacher Central Middle School, effective October 1, 2016. The Board of Education expresses its sincere appreciation for Ms. Millman's 15 years of service to the district.

ACTION OF THE BOARD _____

22. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Megan Schnall to the position of Sixth Grade Math Teacher at Central School for the 2016-2017 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 and the Business Administrator, appoint Joyce Andreski to the position of School Nurse at Gillette School for the 2016-2017 school year at the Step 11 BA salary of \$67,943.00.

ACTION OF THE BOARD _____

24. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Chrystyna Lazirko to the position of Central Middle School Guidance Counselor for the 2016-2017 school year at the Step 3 MA salary of \$ 53,817.00.

ACTION OF THE BOARD _____

25. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent and the Business Administrator, revise the transfer of Karissa Felix from Physical Education Teacher Gillette School Part Time (.4 FTE) to Physical Education Teacher Full Time Central School for the 2016-2017 school year.

ACTION OF THE BOARD _____

26. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of Joshua Manto to the position of Physical Education Teacher at Gillette and Central Schools for the 2016-2017 school year at the Step 2 BA salary of \$50,250.00

ACTION OF THE BOARD _____

27. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Alexis Herring as Gillette School lunch aide at the rate of \$10.00 per hour effective September 1, 2016.

ACTION OF THE BOARD _____

28. 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 people to the Substitute List for the 2016-2017 school year pending successful completion of criminal history review:

NAME	POSITION
Jake Cunningham	Substitute Teacher
Flora Feitel	Substitute Teacher
Raymond Chau	Substitute Teacher

ACTION OF THE BOARD _____

Special Education

29. 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 extra hours beyond contractual time for Rosa Aguiar (part-time employee) to attend IEP and parent meetings for the 2015-2016 school year. Not to exceed 12 hours.

ACTION OF THE BOARD _____

30. 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 extra hours beyond contractual time for Rosa Aguiar (part-time employee) to attend IEP and parent meetings for the 2016-2017 school year. Not to exceed 14 hours.

ACTION OF THE BOARD _____

31. 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 2016 summer hours for Brittany Hudock, School Psychologist, to complete summer evaluations, report writing and IEP meetings at the rate of \$55.00 per hour. Not to exceed 20 hours.

ACTION OF THE BOARD _____

32. 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 payment of \$4,500.00 for Level 2 services for student #8778772107 and \$1,900.00 for Level 1 services for student #2475116718 to the Commission for the Blind for services provided for the 2016-2017 school year beginning 09/01/16 and ending 6/30/17.

ACTION OF THE BOARD _____

33. 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 contracts for Itinerant Teacher services with Summit Speech School, September 2016 – June 2017. The services are provided at a rate of \$150.00 per session. Services are requested for the following students, as per their IEPs:

- #7220511039 1 consult per month
- #1597713160 1 session per week

Cost of services not to exceed \$7,050.00

ACTION OF THE BOARD _____

34. 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 Ms. Anne Elmowitz, Reading Remediation Specialist, for intense instruction, three days per week, 2.5 hours daily at a rate of \$75.00 per hour for 7.5 hours weekly. Not to exceed \$21,000. Services will be provided to the following students:

SID #: 6455121769
3510478871
5847558740
9397221034
3202198864

ACTION OF THE BOARD _____

35. 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 payment to Dr. Mae J. Balaban & Associates for \$3,125.00 for Psychological, Educational and Speech-Language Evaluations and \$400.00 for observation for student # 3493945835 to assist in determining special education category and placement.

ACTION OF THE BOARD _____

Policy

36. 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 4216 Evaluation

ACTION OF THE BOARD _____

37. RESOLVED that the Long Hill Township Board of Education, upon recommendation of the Superintendent and the Policy Committee, adopt the following policy on a second reading:

Policy 6171.31 Title I Parental Involvement

ACTION OF THE BOARD _____

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

Policy 4222 Non-Instructional Aides

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 Board to have its initial discussion of the Superintendent's Evaluation and to discuss the memorandum of agreement between the Long Hill Township Board of Education and the Long Hill Township Association of School Administrators.

ADJOURNMENT

FUTURE MEETING DATES

September 12, 2016 – Worksession Meeting – 7:30 p.m. – Long Hill Municipal Building
September 26, 2016 – Regular Meeting – 7:30 p.m. – Long Hill Municipal Building