

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

**Long Hill Township Municipal Building**

**October 14, 2013**

**7:30 P.M.**

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**Ms. Barone**

**Mr. LoCascio**

**Mr. Russo**

**Mr. Blocker**

**Ms. Nyquist**

**Mr. Stevens**

**Mr. Brown**

**Mrs. Scanlon**

**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 January 3, 2013. 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**

Letter of Resignation from Bruce Meringolo

RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Bruce Meringolo from the office of member of the Long Hill Township Board of Education effective September 27, 2013. The Board expresses its gratitude to Mr. Meringolo for his 9 years of service as a member of the Board of Education.

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

**INTERVIEW OF CANDIDATES FOR BOARD MEMBER VACANCY**

**APPOINTMENT OF CANDIDATE TO BOARD SEAT**

**BOARD COMMITTEE REPORTS**

**SUPERINTENDENT’S UPDATE**

Presentation on Student Achievement 2012-2013  
 Facility Utilization Update

**ADMINISTRATORS AND SUPERVISORS UPDATES**

**BOARD SECRETARY’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:

September 23, 2013 Regular Meeting – Public Session

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

**Financials**

2. RESOLVED that the Long Hill Township Board of Education approve the Payroll for July 17 and 30, August 15 and 30, 2013 and the List of Bills for September 24 and October 1, 3 and 14, 2013 (as attached):

<b>Payroll for 07/15/2013</b>	<b>Amount</b>
Fund 10	\$1,977.56
Current Expense - Fund 11	\$95,710.01
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$97,687.57</b>

<b>Payroll for 07/30/2013</b>	<b>Amount</b>
Fund 10	\$1,977.56
Current Expense - Fund 11	\$85,502.70
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$87,480.26</b>

<b>Payroll for 08/15/2013</b>	<b>Amount</b>
Fund 10	\$1,977.56
Current Expense - Fund 11	\$64,697.69
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00

<b>Payroll for 08/30/2013</b>	<b>Amount</b>
Fund 10	\$1,778.46
Current Expense - Fund 11	\$37,386.33
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00

Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$66,675.25</b>
<b>Bills List for 09/24/2013</b>	<b>Amount</b>
Fund 10	\$19,859.76
Current Expense - Fund 11	\$269,294.18
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$289,153.94</b>

Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$39,164.79</b>
<b>Bills List for 10/01/2013</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$3,761.43
Capital Outlay - Fund 12	\$70,350.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$74,111.43</b>

<b>Bills List for 10/03/2013</b>	<b>Amount</b>
Fund 10	\$0.00
Current Expense - Fund 11	\$247.53
Capital Outlay - Fund 12	\$0.00
Special Rev. Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$247.53</b>

<b>Bills List for 10/14/2013</b>	<b>Amount</b>
Fund 10	\$50,737.49
Current Expense - Fund 11	\$123,439.99
Capital Outlay - Fund 12	\$12,408.00
Special Rev. Fund - Fund 20	\$2,505.97
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
<b>TOTAL</b>	<b>\$189,091.45</b>

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 transfers for July 31, 2013.

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

- RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of July 31, 2013 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 \_\_\_\_\_

- RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending July 31, 2013.

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 transfers for August 31, 2013.

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

7. RESOLVED that the Long Hill Township Board of Education, pursuant to N.J.A.C. 6:20-2.13 (E), certifies that as of August 31, 2013 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 \_\_\_\_\_

8. RESOLVED that the Long Hill Township Board of Education accept the financial reports of the Board Secretary and Treasurer of School Funds for the month ending August 31, 2013.

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

9. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve a Transportation Agreement with the Educational Services Commission of Morris County to provide Special Education bus routes for out of district student placements for the 2013-2014 school year; and authorize the Business Administrator to sign and submit the agreement to the ESCMC on behalf of the district. (This does not obligate the Long Hill School District to place students on Commission routes- it simply permits Long Hill to use them on an as-needed basis if cost savings can be achieved by sharing routes with other districts.)

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

**Special Education**

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 home instruction for students #8352235897 and #4384502674. Home instruction for ten hours per week will be provided by Lynn Kaplan and Lauren Scolaro at the contractual rate of \$38.20 per hour. Services will begin as soon as possible and will continue until the students are able to return to school.

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

11. 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 \$750.00 to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student #6455121769 to assist in determining special education category.

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

**Personnel**

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Tracy Barragan to the position of full time leave replacement physical education teacher for Maura Millman (Worker’s Compensation Medical) physical education teacher at Central Middle School [PCR: CMS 0000027] at BA Step 2 salary of \$49,678.00 prorated from September 30, 2013 for approximately 6 weeks until Ms. Millman returns.

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

13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Jeff Sutherland to the position of part time (.20) leave replacement physical education teacher (Worker’s Compensation Medical) physical education teacher at Central Middle School [PCR: CMS 0000027] at BA Step 1 salary of \$49,000.00 prorated from September 30, 2013 for approximately 6 weeks until Ms. Millman returns.

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

14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, Business Administrator and Middle School Principal approve the following appointment for the 2013-2014 school year:

<u>Sport/activity</u>	<u>Advisor</u>	<u>Stipend</u>
Cheerleading	Lauren Scolaro	\$2,281.00*

\*Stipends to be paid from existing activity account balances and/or pay to play/participate fees paid.

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 addition of the following persons to the Substitute List for the 2013-2014 school year:

Zachary Liu

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

**Curriculum**

16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of Superintendent, the Business Administrator and the Building Principal, approve the field trips listed below:

October 11, 2013	CMS Concert Band Members	Football Game Performance
6:00 – 10:00 p.m.		Watchung Hills Regional H.S.
Students dropped off and picked up by parents		Warren, NJ
No cost		30 students, 3 teachers, 4 parents

Week of October 22, 2103	STAR Class Trip	Hillview Farms Gillette, NJ 4 students, 1 teacher, 1 aide
8:30 a.m. to 11:30 a.m.		
\$50.00 plus bus, district paid		
Week of October 24, 2013	STAR Class Trip	Shop Rite Supermarket Stirling, NJ 4 students, 1 teacher, 1 aide
8:30 a.m. to 11:30 a.m.		
\$50.00 plus bus, district paid		
October 29, 2013	CMS Consortium Participants	Problem Solving Competition Morris Plains Boro School Morris Plains, NJ 10 students, 1 teacher
8:45 a.m. to 12:30 p.m.		
\$10.00 per person, parent paid		
May 2014	Fourth Grade Class Trip	New Jersey State House Trenton, NJ 96 students, 5 teachers, 1 nurse 16 parents
9:15 a.m. to 3:00 p.m.		
\$27.00 per person, parent paid		
May 21, 2014	Seventh Grade Class Trip	Holocaust Presentation Morris Museum Morristown, NJ 107 students, 10 teachers
9:45 a.m. to 12:30 p.m.		
\$8.00 plus bus cost per person, parent paid		

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

**Policy**

17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Policy Committee, readopt the following policies which have been reviewed by the Policy Committee.

- 1000 Concepts and Roles in Community Relations: Goals and Objectives
- 1110 Media
- 1111 District Publications
- 1200 Participation by the Public
- 1220 Ad Hoc Advisory Committees
- 2121 Line of Responsibility
- 2210 Administrative Leeway in the Absence of Board Policy
- 6156 Instructional Planning/Scheduling
- 6164.4 Child Study Team
- 6171.2 Gifted and Talented/Horizon
- 6171.3 At Risk and Title I
- 9325.4 Voting Method

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

**Other**

18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the Nursing Services Plan for the 2013-2014 school year.

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 having the Superintendent present a report to the Board on the investigation of one incident of harassment, intimidation and bullying. It is anticipated that the private session will last no more than one hour. No action is anticipated this evening.

**ADJOURNMENT**

**FUTURE MEETING DATES**

October 28, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building

November 11, 2013 – Worksession Meeting– 7:30 p.m. – Township Municipal Building