

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

Long Hill Township Municipal Building

November 11, 2013

7:30 P.M.

AGENDA

CALL TO ORDER

ROLL CALL

Ms. Barone

Mr. Blocker

Mr. Brown

Mr. Carn

Mr. LoCascio

Ms. Nyquist

Mr. Russo

Mr. Stevens

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

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S UPDATE

Presentation of Demographic Study – Dr. Richard Grip

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:

October 28, 2013 Regular 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 September 30, 2013.

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 September 30, 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 _____

4. 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 September 30, 2013.

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 following resolution regarding the cancellation of outstanding checks:

Whereas, there are outstanding checks which were drawn upon the General Account and Payroll Account; and

Whereas, said checks have been outstanding for more than twelve (12) months, and;

Whereas, the School Business Administrator is desirous of voiding said checks;

Now Therefore, Be It Resolved, by the Long Hill Township Board of Education that the following outstanding checks be cancelled and the School Business Administrator is authorized and directed to void said checks:

General Account

Check #	Amount
33370	\$2,750.00
33517	\$60.62

Payroll Account

Check #	Amount
19441	\$136.22
19999	\$13.54
20066	\$27.09
20151	\$40.63
90130	\$88.45
20699	\$23.09

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 Comprehensive Maintenance Plan and the M-1 Annual Maintenance Reserve Worksheet for the 2013-14 school year and authorize its submission to the Executive County Superintendent for Morris County (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, hereby approve the following resolution regarding the partial roof replacement project at Millington School.

WHEREAS, the Local Public Contract Law (N.J.S.A. 18A:18A-1 et seq) permits award of contracts for "Professional Services" without competitive bids,

WHEREAS, the Board is in need of architectural services as it pertains to the partial roof replacement project of the Millington School roof which requires submissions and drawings to the Department of Education,

BE IT RESOLVED, the Board President and/or Board Secretary are hereby authorized to execute an agreement between Parette Somjen Architects, 439 Route 46 East, Rockaway, NJ 07866 and the Long Hill Township BOE, for such services in the amount of \$59,000.00. These fees exclude reimbursable expenses (i.e. printing, deliveries, etc.) which will be billed at a flat rate of \$3,000.00. to cover the cost of preparing and submitting the necessary reports and applications to the New Jersey Department of Education, and

BE IT FURTHER RESOLVED, that the Long Hill Township Board of Education authorize and approve Parette Somjen Architects and the Business Administrator to submit all necessary plans and paperwork for these projects as "Other Capital Projects" to the Department of Education for approval, and

BE IT FURTHER RESOLVED, this project is included in the Long Range Facilities Plan. A Regular Operating District Grant has been submitted to the New Jersey Department of Education for partial funding of this project.

A copy of this resolution will be printed in the official newspaper pursuant to N.J.S.A. 18A:18A-5. The contract is available for public inspection in the office of the Board of Education.

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

ACTION OF THE BOARD _____

Special Education

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 payment of \$750.00, to Dr. Vanna Amorapanth for a Neuro-Developmental Evaluation for student # 9278253880, on December 27, 2013 at 9:30 AM, to assist in determining a special education category.

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 the payment of tuition for educational services in the amount of \$165.00 per school day for student # 4316075761, beginning November 8, 2013. The student will no longer be attending the MUJC Developmental Learning Center in Warren, NJ. The student has been accepted as a residential student at Bancroft in the Lindens program located at 425 Kings Highway East, Haddonfield, NJ 08033.

ACTION OF THE BOARD _____

Personnel

11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept the resignation of Jeff Sutherland from the position of part time physical education teacher at Central School effective November 1, 2013.

ACTION OF THE BOARD _____

12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the appointment of the following instructors for the supplemental NJASK preparation program to be offered after school at Millington School between December 2, 2013 and April 21, 2014. Up to 17 weeks of one-hour sessions in language arts and mathematics will be offered at each grade level. Depending on the number of students identified for the program, there may be more than one class at each grade level. Instructors will be compensated at an hourly rate based on their step on guide:

3 rd Grade	Mary Jean Snow and Maureen Furlong
4 th Grade	Jane Fragnito, Maureen Furlong, and Lisa Mastrogiovanni
5 th Grade	Cynthia Coster, Maureen Furlong, and Lisa Mastrogiovanni

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

Joanna Thornton

Cary Stanek

ACTION OF THE BOARD _____

Curriculum

14. 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:

November 22, 2013 8:30 a.m. to 1:30 p.m. \$10.00 fee per person District paid	STAR Program	The Short Hills Mall (Apple Store, Legal Seafood, Nordstroms) Short Hills, NJ 4 students, 1 teacher, 1 teacher assistant
December 9, 2013 8:30 a.m. to 10:00 a.m. \$10.00 fee per person District paid	STAR Program	Stirling House Diner Stirling, NJ 4 students, 1 teacher, 1 teacher assistant
December 11, 2013 8:30 a.m. to 11:45 a.m. \$10.00 fee per person Parent paid	MUJC Spelling Bee	Delbarton School Morristown, NJ 6 students, 1 teacher

ACTION OF THE BOARD _____

Policy

15. 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.

3542.1	Local Wellness/Nutrition
3570	District Records and Reports
4111	Recruitments Selection and Hiring
5141	Health
5141.4	Child Abuse and Neglect
6143	Curriculum Guides
6173	Home Instruction

ACTION OF THE BOARD _____

ITEMS FOR DISCUSSION

OLD BUSINESS

NEW BUSINESS

COMMENTS FROM THE PUBLIC

ADJOURNMENT

FUTURE MEETING DATES

November 25, 2013 – Regular Meeting– 7:30 p.m. – Township Municipal Building

December 16, 2013 – Worksession/Regular Meeting– 7:30 p.m. – Township Municipal Building