

**LONG HILL TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AND BOARD RETREAT**

Long Hill Township Municipal Building

June 22, 2015

6:00 P.M.

AGENDA

CALL TO ORDER

ROLL CALL

Ms. Barone

Mr. Brown

Mr. Carn

Mr. DiGiorgio

Mr. Girards

Mrs. Moakley

Ms. 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 January 6, 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.

BOARD OF EDUCATION RETREAT AND GOAL SETTING

The Board will conduct its Annual Retreat and Goal Setting for the 2015-16 School Year – facilitated by Charlene Peterson, NJSBA Field Service Representative

COMMUNICATIONS

BOARD COMMITTEE REPORTS

SUPERINTENDENT'S REPORT

ADMINISTRATORS AND COORDINATORS UPDATES

BUSINESS ADMINISTRATOR 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:

- June 8, 2015 Worksession Meeting – Public and Private Sessions
 - June 15, 2015 Special Meeting – Public and Private Sessions
 - June 18, 2015 Special Meeting – Public and Private Sessions

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 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 \$_____ 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 _____

3. RESOLVED that the Long Hill Township Board of Education approve the Payrolls for April 15, 30, May 15, and 29, 2015; and the Bills Lists for April 30, and May 1, 22, and June 9, 12, and 22, 2015:

Payroll for 4/15/2015	Amount
Fund 10	\$24,518.91
Current Expense - Fund 11	\$441,359.24
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$465,878.15

Payroll for 4/30/2015	Amount
Fund 10	\$24,454.96
Current Expense - Fund 11	\$417,125.93
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$441,580.89

Payroll for 5/15/2015	Amount
Fund 10	\$24,215.57
Current Expense - Fund 11	\$436,472.41
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$460,687.98

Payroll for 5/29/2015	Amount
Fund 10	\$24,215.57
Current Expense - Fund 11	\$414,807.34
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$439,022.91

Bills List for 4/30/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$0.00
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$10.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$10.00

Bills List for 5/1/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$184,545.67
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$184,545.67

Bills List for 5/22/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$0.00
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$54,096.00
Debt Services - Fund 40	\$0.00
TOTAL	\$54,096.00

Bills List for 6/9/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$85.50
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$85.50

Bills List for 6/12/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$186,853.64
Capital Outlay - Fund 12	\$0.00
Special Revenue Fund - Fund 20	\$0.00
Capital Projects - Fund 30	\$0.00
Debt Services - Fund 40	\$0.00
TOTAL	\$186,853.64

Bills List for 6/22/2015	Amount
Fund 10	\$0.00
Current Expense - Fund 11	\$470,861.97
Capital Outlay - Fund 12	\$115,167.00
Special Revenue Fund - Fund 20	\$21,126.51
Capital Projects - Fund 30	\$110,536.00
Debt Services - Fund 40	\$0.00
TOTAL	\$717,691.48

ACTION OF THE BOARD _____

4. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, 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 _____

5. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, renew the contract with Bollinger Specialty Group's Student Accident Insurance for the 2015-16 school year. *(Note: Parents who choose to purchase student insurance pay the entire premium. There is no cost to the Board of Education.)*

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 the transfers for May 31, 2015.

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 May 31, 2015 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 Reconciliation of School Funds for the month ending May 31, 2015.

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 Non-public Services agreement with the Educational Services Commission of Morris County to provide administration of the following programs for the 2015-2016 school year; and authorize the Business Administrator to sign and submit the agreement to the ESCMC on behalf of the district:

Chapter 192
Chapter 193
Non-Public Technology
Non-Public Textbooks

Non-Public Nursing

ACTION OF THE BOARD _____

Personnel

- 10. 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 Beth Lommel from the position of Media Specialist/Librarian at Gillette and Central Middle Schools [PCR: CMS0000025] for the period September 1, through November 30, 2015. Mrs. Lommel will use accumulated sick days during this period.

ACTION OF THE BOARD _____

- 11. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret the resignation of Beth Lommel from the position of Media Specialist/Librarian at Gillette and Central Middle Schools [PCR: CMS0000025] effective December 1, 2015. The district thanks Mrs. Lommel for her 13 years of dedicated service to the district and wishes her a happy and healthy retirement.

ACTION OF THE BOARD _____

- 12. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint Patricia Paugh to the position of Leave Replacement Library/Media Specialist at Central Middle School [PCS: CMS0000025] for the period September 1 through November 30, 2015 and to the position of Library Specialist for the period December 1 through June 30, 2015 at the MA+30 Step 13 salary of \$79,664.00. (subject to change based on the 2015-2016 salary guides to be determined) for the 2015-2016 school year.

ACTION OF THE BOARD _____

- 13. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, accept with regret the resignation of Tracy Barragan from the position of Part Time Physical Education at Gillette School [PCR: GES0000003] effective June 30, 2015.

ACTION OF THE BOARD _____

- 14. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the transfer of Karissa Felix from the position of Part Time (.28) Physical Education Teacher at Central Middle School to the position of Part Time (.40) [PCS: GES0000003] for the 2015-2016 school year.

ACTION OF THE BOARD _____

- 15. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, the Business Administrator and the Director of Special Services rescind the appointment of Michele Lawton, BCBA, (Board Certified Behavioral Consultant) (approved June 8, 2015) as provider of Behavioral Consulting Services during the 2015-2016 school year.

ACTION OF THE BOARD _____

- 16. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, approve the increase in contract for Elizabeth Mickles, Secretary to the Superintendent, from .88 to full time effective July 1, 2015. [PCS: DST0000006]

ACTION OF THE BOARD _____

- 17. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, and with the approval of the Morris Executive County Superintendent of Schools, approve payment to René Rovtar based on successful attainment of her 2014-2015 merit goals as listed below:

Merit Goal #1	Development of Strategic Plan 2015-2020	\$3,625.00
Merit Goal #2	Community Literature Circle	\$3,625.00
Merit Goal #3	Public Relations Initiatives	\$4,785.00

ACTION OF THE BOARD _____

- 18. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Business Administrator, appoint John Petrelli as Interim Superintendent of Schools [PCR: DST0000001] for the period July 1, 2015 through June 30, 2016 in accordance with the terms of the contract approved by the Morris Executive County Superintendent of Schools. It is noted that the duration of this appointment may be shorter pending the selection and appointment of a permanent superintendent by the Board of Education.

ACTION OF THE BOARD _____

Curriculum

- 19. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent and the Director of Curriculum, approve the following textbook for use by the Algebra 1 students beginning in September 2015.

Larson Big Ideas Algebra 1 Published by Houghton Mifflin Copyright 2015

ACTION OF THE BOARD _____

Policy

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

Policy 4151.1	Personal Illness and Injury/Health and Hardship
Policy 6178	Early Childhood Education/Preschool

ACTION OF THE BOARD _____

Other

21. RESOLVED that the Long Hill Township Board of Education, upon the recommendation of the Superintendent, approve the submission of the School Level Assessments for the 2014-2014 to comply with the required annual reporting under the Anti-Bullying Bill of Rights Act. It is noted that a score of 52 indicates full compliance with the standards of the law.

Gillette School	73/78
Millington School	73/78
Central Middle School	73/78

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 ongoing negotiations with the Long Hill Education Association and for the Superintendent to make a report to the Board on an unsubstantiated incident of harassment, Intimidation and bullying. No action is anticipated this evening. It is anticipated that the private session will last no more than two hours.

ADJOURNMENT

FUTURE MEETING DATES

July 20, 2015 – Worksession/Regular Meeting– 7:30 p.m. – Township Municipal Building
August 24, 2015 – Worksession/Regular Meeting– 7:30 p.m. – Township Municipal Building